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# THE LIBRARY JOURNAL

TWICE-A-MONTH

DECEMBER 1, 1922



## Hints for the Village Library Building Committee

By JOHN ADAMS LOWE

Assistant Librarian, Brooklyn Public Library

**M**ANIFOLD problems confront the committee charged with the erection of a building in which the public library is to be housed. And, contrary to general opinion, experience convinces one that these problems do not diminish when a small building in a small community is the matter involved. Available funds are so limited that economy must be practiced frequently with Scottish thrift to erect any structure worthy of the name of a public library.

It is to be regretted that there is not available for the building committee a complete up-to-date manual. Mr. William R. Eastman's pamphlet, "The Library Building," published in 1918, Miss Cornelia Marvin's pamphlet, "Small Library Buildings," published in 1908, with an excellent introduction filled with sound advice and suggestion, and Miss Alice G. Chandler's pamphlet dated 1915, "The Country Library versus the Donor and the Architect," are helpful and suggestive. "The small-town library building" an article in *House Beautiful*, January 1920, discusses remodeling dwelling houses for small library buildings.

An unfailing source of help is, however, to be found in the State Library Commission. The committee's first step should be to seek its counsel. Most library commissions have at command a collection of blueprints of floor plans of library buildings. They can recommend reputable architects who have designed successful libraries. Indeed two commissions are so fortunate as to receive the services of eminent architects practically as consulting architects. They render invaluable aid to committees who bring their building problems to the commission. If no state library commission is available, send your problems to the Secretary of the American Library Association in Chicago, who will be able to focus the results of the experience of the country on your needs.

The librarian, furthermore, if trained and

experienced, is of inestimable value to the committee. Such a librarian understands administrative detail and appreciates modern library ideals and standards of work and frequently knows something of the latest development of library architecture, furniture and equipment. Frequently library trustees, undertaking a new building, begin their activities by engaging such a librarian in order to advantage by her assistance in planning and administering the building.

Because of the perplexing problems and difficulties to which committees undertaking an important task for the first time always fall heir, it seems not unfitting to set down a few simple hints which have proven practical to men and women who have struggled over the same problems.

The personnel of the committee is usually predetermined before the committee meets for the first time. It may be a small group of the entire board of library trustees constituted by it to act for the Board. Its members may have been named by the donor of the building. The Town officials may have called together several prominent citizens and among them a representative of the library trustees and designated them a building committee, answerable and responsible to the town itself. The spirit in which the committee acts, on the other hand, is not dependent on outside forces. Unity of action as a committee is essential, which demands frequently subordination of one's own personal interest or desire to the common good. The committee is under obligation to the community and must discharge its responsibilities in that spirit.

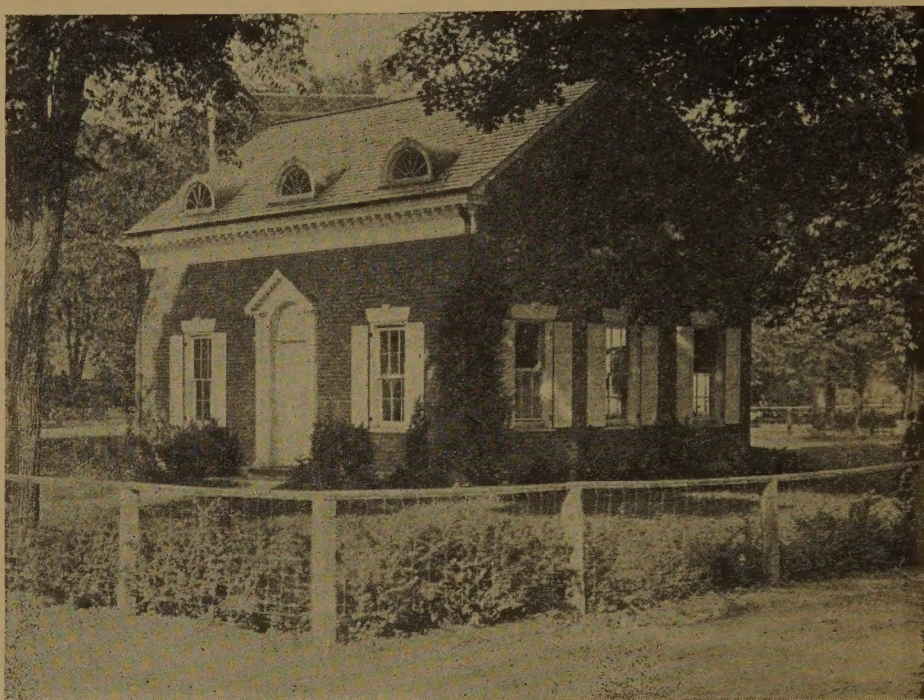
Committees in a small community are exposed to more personal demands than his city brother, for people in towns live closer together in community and personal affairs than city dwellers. A "one man" committee is doomed never to obtain complete success. Such a committee is deprived of originality, self expression, initia-



tive, broad and concerted action and frequently of intelligent understanding of the problem as a whole.

Organization is absolutely essential to the effectiveness of a library building committee. No matter how small an amount of money is involved, this holds true. The committee, as a unit, not as individuals, is responsible and accountable for the money received and for the results achieved to the body which gave it a warrant to act. Be sure to have in writing this authority, whether it be delegated to the committee by the library trustees or by the civic officials. And make certain, further, that this authority does not bind members separately and individually to execute any contract or meet any deficiency in the event of failure of the contractor or others. In those cases in which the board of library trustees delegates a committee from its own membership to serve it is not an unwise step to have this appointment approved by the proper civic authorities. This, to a certain extent makes these authorities responsible for the acts of the committee.

Even for the smallest undertaking, experience shows the necessity for the election of a chairman, a secretary and a treasurer, with a complete definition of the duties and powers of each. If this matter is attended to at the very outset difficulty may be avoided later. In addition to calling and presiding at meetings, the chairman should sign all slips authorizing expenditure of money, and should approve all vouchers submitted. The treasurer fulfills the functions usually assigned to this office, but it is especially important in this instance for him to keep a complete and accurate record of moneys received and paid out, together with his acknowledgement of receipts and of his authority for expenditure. If ever a complete record of all correspondence of a committee were worth while keeping, it is so in this case. The secretary should keep and file a carbon copy of every letter sent and file letters received. A complete and accurate account of the meetings should be written and it is especially important to record every action taken. These minutes will be referred to constantly and become a source of information and advice as well as a



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record and a protection to the committee in cases of need. I have seen many a minute book of committees which recorded little aside from the fact that the committee met at Matilda Jenkins's house, that the minutes of the previous meeting were read, that the chairman presented an important letter which was discussed, and that the meeting adjourned at five o'clock. Better dispense with all minutes than keep such valueless things. Record exact nature of important matters presented and action taken on each. A record of the attendance at meetings often settles without doubt discussion as to whether a certain doubting member ever heard of or voted for a measure. A serious handicap to library building committees in small places is lack of this very organization. The informality with which the members very often have been in the habit of conducting their private and semi-public transactions, frequently makes it impossible for them not to conduct the business before them in the same unbusiness-like manner. I know of one case in which a member of a committee was a friend of a real estate agent who pressed the purchase of an undesirable lot. The committee man pledged the committee to take it without even presenting the matter. All too often misunderstandings, hard feelings and expenditure of money have resulted from individual action without authority from the committee. Acquaintances talk with this committee man and with that and secure promises absolutely without sanction of the others. One committee got into expensive difficulty because





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two members told almost every contractor in the neighborhood and one or two architects to go ahead with some plans which the committee could consider. Several of these plans had to be paid for, altho none of them had been authorized by the committee.

In the course of events the building committee becomes more or less responsible for: choice of site, size and character of library, choice of architect, acceptance of the plans and specifications, including furniture and equipment, award of contract, making of payments to the architect, contractor, insurance agent and others, agreement with the municipality for the use and upkeep of the building.

Much of the use and character of service rendered by the library will depend upon the choice of the location. All too frequently this choice has not been left to a committee but has been predetermined by a gift of a site more or less desirable when carefully considered. Outstanding factors which determine the selection of a location for a library are: accessibility, surroundings and future growth of the town or city, quiet, street "improvements," light, slope, grading and planting, and the general texture of the soil.

The library building should be accessible to the majority of the community. A building which housed a well selected and generous collection of books was erected between two villages four miles apart in the hope that it would

serve both. The towns dwindled rather than grew together as had been expected and the library is isolated and all but abandoned. The surrounding neighborhood should be desirable and give promise of remaining so for some years to come. The railway station yard is not the most feasible spot for the location of a library, altho it does fill the desire of those who wish all passers-by to see it.

Street "improvements," sidewalks, curbs, sewer, water, gas and electricity constitute important considerations when the cost of the lot is being figured. Naturally if the committee is required to make these necessary improvements it will find a considerable additional outlay to the erection of the building itself. If the

improvements are all in, be sure that all assessments against the improvements have been paid by applying to the proper town or village official. I recall one case in which the construction had been started and was halted by an injunction put upon the committee because it had not paid an assessment on a sewer which had been laid nearly thirty years previous. Altho the library building and property were to be exempt from taxation it was held that the sewer assessment must be paid. You may not have to consider gas, sewer and water pipes in your particular community and very likely there are no assessments for curbs or sidewalks. You will in all probability need to provide, however, improvements such as septic sewage system, water supply, and lighting plant. Water must be installed even in the smallest building. It is necessary to the decent performance of the routine work of the staff.

Light is a factor most essential to the success of the building. The lot should therefore be wide enough to permit ample space for windows in the side walls. Corner lots will, of course, give an abundance of wall space. But corner lots bring special problems while they offer special advantages.

A slope in the ground to the rear or at one side is frequently of advantage to the building plan, as it allows space for a light, airy basement. A slope to the front of the lot does not give the same advantage and presents difficulties



with terraces, steps or other problems. Texture of the soil plays a part. If you have to blast out a ledge or if a clay bog has to be filled up the expense is increased.

Do not overlook the item of grading. Consider a high, dry lot before a low, damp one. Avoid a site which is so low as to require ex-

When it comes to a matter of the upkeep of the building a great deal of care must be exercised not to erect a building which cannot be supported properly by the municipality. The annual appropriation for maintenance will in all probability have to be about fifteen per cent of the cost of the building. The Carnegie Corpora-

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pensive filling and grading. Dirt hauled to the site may prove costly and increase appreciably the expenditure for the site. If there are trees on the lot consider very carefully the placing of the building before removing them. Trees enhance the beauty of property, public as well as private. In contemplating the cost of the site do not forget to estimate how much may have to be spent in planting shrubs and trees to make an otherwise barren lot attractive.

The factors which determine the size and character as well as the ultimate cost of the building are the town, the number of volumes in the library, the readers to be accommodated and the annual appropriation for maintenance. The character of the population and the possible growth of the neighborhood will determine to a large extent the character of the building.

In estimating the provision for the housing of books it is necessary to consider the growth of the library for twenty years, taking into consideration the possible discarding owing to wear and tear.

A great deal of attention must be given to the question of how many readers are to be accommodated and in what manner. Some communities are so placed geographically that reading rooms are not an essential feature. Others have essentially an "at home" habit to such a degree that patrons do not loiter in the library to read but take the books directly to their homes. It must be determined at the outset whether study rooms and an auditorium and possibly a room for the children's story hour must be provided.

tion has always required a pledge of at least ten per cent of the cost of the building, but this has been found not to be adequate.

The state library commission will be of utmost help to the committee in pointing out the essentials of an up-to-date library building adequate to meet the needs of the community. Furthermore, it will suggest buildings which the committee may visit to study features desirable in a new building, as well as to note objectionable flaws in plan and construction to be avoided.

When the site has been chosen and the size and character of the building have been determined the committee is ready to make a selection of its architect. And there must be an architect, be the building small and the problem apparently simple. Do not try to make-shift with the plans of the local carpenter and contractor, giving yourself the unsound excuse that you are saving architect's fees. I have so often seen the agonies of committees which have tried to get on without an architect, and have so repeatedly been asked how the building they had erected with such dissatisfaction may be saved from its wretchedness that I urge unhesitatingly an architect. For your construction, the execution of the plans, choose a good contractor, the best you can find. Contractors, even if they have been building for their boasted "thirty years," and are proven wise in construction frequently are not designers. They have not had the right kind of training to fit them for designers. They claim to be



more practical than architects whom they scorn as "artists."

On the other hand, architects, especially trained, usually produce not only more beautiful buildings, but also buildings actually more practical. Builder's plans may call for buildings sturdy and strong, but often they show a waste of space. The contractor, who is not an architect, tries to get architectural effects by tacking things on, features expensive and unnecessary, whereas an experienced designer produces his

committee pays its architect fees. You should not be surprised if the architect asks you to pay ten per cent of the total cost of the building for his architectural services. The American Institute of Architects now recommends this as a just and proper fee for its members to charge for plans, specifications, and supervision of a building costing less than \$10,000. As a matter of fact, architects do not charge the same fees, and the price varies from five to ten per cent. Architects usually charge from two and one-half

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architectural effects by the skillful arrangement of walls, windows and roof, making needless the application of unnecessary ornamental features. One fact, however, is to be remembered about all architects. To be entirely satisfactory plans devised by skilled architects, should be subjected to criticism and revision by skilled librarians. Some of the best architects are often ignorant of library axioms and usage, and a final revision of plans by trained and experienced librarians will often avoid what might otherwise prove to be a library which was ill adapted to library purposes, expensive to administer and to maintain.

An architect can save the committee a good percentage on the cost of his work. This has been proved over and over again. The average committee man knows little or nothing of the value of materials, or labor, or how to let a contract to advantage, or how to carry on the superintendence of the work in order to save both time and money. The architect does this. Moreover, the value he will give you cannot be reckoned in dollars and cents. He will achieve for you a building which you and your contractors together never could have built, work as you may.

Tho it may appear strange to some, small library designing is most difficult. Every inch of space must be utilized. Every architectural feature must be obtained at lowest cost. It requires brains and skill. It is for these that the

to seven per cent for plans and specifications when they do not supervise construction in addition.

It is not advisable to choose an architect by competition, except for buildings costing over \$50,000. For such competitions, the American Institute of Architects has laid down clearly defined rules of procedure, and these should be consulted and followed. Confer with the state library commission. Study the work actually done by recommended architects, select one who has been successful from the library point of view and who has business stability and equipment enough to execute his plans, and stay by him, working over plans, changing and developing them with him until the most satisfactory plan is evolved. Avoid as you would the plague, him who brings you a pretty water color drawing without specifications or floor plans and tells you his building can be built for a certain figure. Avoid him who shows you plans of buildings he has designed but which have never been erected. Avoid him who is not recognized as a member of his craft by the American Institute of Architects. Many an unscrupulous schemer has secured a commission on a perfectly impossible drawing or by big promises. Investigate. You will find that some of the small libraries in the country have been designed by some of the most eminent American architects, men who have been willing for the



sake of their great profession to bring their wealth of training and experience to the problem with the same enthusiasm and evident pleasure with which they have done their largest work.

It is most essential that the architect shall work out complete plans and specifications, not only for the construction but also for the furniture and equipment. Committees have started to build without complete plans and specifications, trusting to luck and the architect, and have had to cease operations until more money was available.

After you have given to the architect all the ideas which the committee would like to see worked into the building, he will in all probability prepare a set of "sketches." Sketches are drawings on white paper of the floor plans and one or two exterior views embodying the combined ideas of the committee and the architect. Frequently sketches result from rough drawings made by the committee itself.

After the architect submits his sketches the committee should examine them thoroly, criticize them in detail, feature by feature. Perhaps the layout and the design do not prove entirely satisfactory the first time. The committee should then confer with the architect and have the sketches drawn and re-drawn until the entire plan and the design are satisfactory. It is essential to give time and thought to the sketches in order to avoid the necessity of changes later when the plans have become more or less fixed.

When the sketches are satisfactory the committee should approve them formally, and give authorization to the architect to proceed with working drawings and specifications.

"Working drawings" are usually made in black ink on "tracing cloth," a sort of waxed, transparent linen. After working drawings are completed the committee looks them over again carefully before the several sets of blue prints are struck off. Working drawings are duplicates of the approved preliminary sketches, except that they are drawn more in detail, all dimensions being plainly marked and many notes added for instructing workmen. An ordinary set of working drawings includes: a basement plan, a first floor plan and the layout of other floors if there are any, and exterior view of each of the sides of the building, and possibly a cross section showing interior details. Frequently one or more sheets of details are included, showing windows and door frames, cornices, pilasters, and similar features. These sheets endeavor to show a drawing covering every portion of the building which the contractor must know about before he can intelligently estimate the cost. Later, after contracts

are let, more details of construction and finish are usually added by the architect for the assistance of the workmen in building.

"Specifications" is merely a detailed set of directions and instructions to the contractor, explaining to him just what kind of building the committee and architect have in mind, and explaining to him just how the building is to be erected. Specifications tell all about the masonry of the building, the carpenter work, the plumbing and heating, painting and glazing, plastering, lighting, furniture, and all other details. The specifications, together with the plans are supposed to cover the entire building so that the contractor can, in the first place, tell in advance precisely what it will cost, and afterwards accurately build it as indicated in the plans and specifications. Study the plans and specifications carefully before any construction is undertaken. In every good set of plans and specifications every item in the building is so clearly indicated that the committee can know just what the result is going to be. Incidentally, the cost of the building can be kept down when plans and specifications are complete and accurate, because a contractor can work out his estimates much more closely.

When the plans, working drawings and specifications have been completed, the committee once again approves them, and files a copy, for future record. The committee then authorizes the architect to advertise for bids and to receive them. The architect may select a number of contractors to whom he furnishes blue prints of the working drawings and a set of the specifications. Each contractor figures on the blue prints and returns them with his bid. On the day and at the hour set the bids are opened and usually the contract awarded to the lowest bidder.

It is a good plan to have all the contractors present, if possible, when the bids are opened, and to read the bid aloud in their hearing. This will save the committee any criticism of secrecy and of unfairness.

Sometimes the contract is not given to the lowest bidder. One contractor may be a little higher and he may be known by reputation to be a more desirable contractor than he who submitted the lowest bid, and in that case the committee may decide to employ the higher bidder. This seems to be fair provided the specifications contain a clause to the effect that "the committee reserves the right to reject any or all bids."

When the contract is awarded, the contractor as well as the architect and the chairman of the committee sign their names on a copy of the working plans and on a copy of the speci-



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BUILDING FOR THE  
BRIDGEPORT (CONN.)  
PUBLIC LIBRARY.  
THIS WAS ERECTED



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\$3,600. IT CON-  
TAINS ONE LARGE  
ROOM 22' x 60'.

fications. By virtue of these signatures a contract is legally operative. These pages become valuable documents and should be carefully preserved. This contract is the contractor's promise to do certain work for which the committee agree to pay a specified price. Contracts are usually printed forms, with blank spaces for filling in with typewriting. If you have an architect he will attend to the preparation of such papers. Committees which get on without an architect usually have a lawyer draw up the contract. The American Institute of Architects has determined on a standard form of agreement or contract and other useful forms. You can purchase these and fill in your own specific needs, if necessary.

Briefly, the contract states that the contractor agrees to perform certain labor and furnish certain materials for the library building to be erected, according to the plans and specifications furnished by the architect, and under his supervision. The committee agrees to pay certain sums for said work, provided all labor and material are as set forth in the plans and specifications. The time when payments are due is stated, and further items concerning insurance, progress of the work, quality of workmanship and other similar details.

Look out for extras. It is a good plan to have written into the contract somewhere "no extras honored by the committee unless ordered in writing and signed by the architect." It is easy for a committee man to say to a contractor as the building proceeds: "Make this window larger," "Take out this door and turn the stairs around." The contractor follows instructions and submits his bill for an "extra" when the contract is finished. The ideal way is to have no extras. Get everything into the plans before the building begins. Examine the plans and specifications and make sure that they are just what is wanted. Once the contract is given, make no changes. If changes must be made,

however, make as few as possible and consider the importance of each before it is done. Above all things have any changes ordered taken care of by typewritten letters with the amount of cost entered beyond all dispute. Keep a note book and in it put down the contract price, and then enter every written order for a change or an extra as fast as it is issued, together with the cost if it is known, and the date. Architects usually keep such records, and the committee's building account should check up with the architect's.

These, then, are suggestions which every library building committee ought to consider. Perfect the organization of the committee, determine the needs of the town as far as a library building is concerned, visit and study recently erected buildings which would meet those needs, choose an architect who has a good reputation for library work done, study and work over the plans and specifications until complete, accurate and entirely satisfactory, let the contract to a reputable builder taking into consideration local talent available, and follow up all construction to be sure that it is done in accordance with the plans and specifications. And above all keep in touch with the state library commission, first, last and always. It can help you with the choice of the architect and with the library needs, with plans. For your own ultimate comfort and satisfaction submit all plans and specifications to the commission before any construction is undertaken.

The reading-room of the Harvard (Mass.) Public Library is open to the public all day and every day, with no one in attendance except during library hours, which are from 2 to 6 or 8 five days in the week, and the librarian reports that "tho we have rather an unusual number and variety of periodicals almost never has one been taken." Bulletin.



# The Librarian's Reading\*

THE reading habit. What is it? What do we mean by the reading habit? The Librarian's reading habit. Surely it does not mean the habit of reading only what we like—fiction, and perhaps travel or essays—it means having an open mind and a willingness to read anything that is put into print. I suppose we may say that the reading habit is a definite and fixed mode of reading. If, however, this definite and fixed mode excludes anything which our public may wish to know about, we are not having the right reading habit for a librarian.

But how may a right reading habit be acquired? It cannot be given to us by others. Miss Plummer tried hard to instill in some of us the desire to read beyond mere inclination, but it was a difficult task, and yet I believe we will agree that Miss Plummer had a greater influence than almost any librarian in the Association. I believe many library employees wait to be prompted by someone higher up—wait for someone to inspire them to read. Yet we know that all habits, and in this instance the reading habit, are the result of action and growth and are consequently the result of our own effort not the effort of others. Others may help, but if we haven't it in us to read, others can do but little for us. We know how little we really help the public; they help themselves. It is just so with others helping us. By-the-way, I often wonder why we are so anxious that others shall read and yet read so little ourselves. We can attain the reading habit only by reading and reading, anything and everything that comes our way. This is not study—I am not talking about study.

Some people say "I read everything." We all know this is false. We know this is often a remark made by those who read only the latest "forbidden" book, damp from the press, or the best seller. What we can do is to read enough *about* what is being published today to be intelligent on the subject, and read *seriously* those books of to-day which keep us alive to present-day conditions, and also read well some of the great literature of former periods. In spite of what I have said regarding our lack of influence on the reading public, I believe the *use* of the great literature is dependent upon the librarian's knowledge of this literature. And, desirable as it is for us to know the new books, let us not neglect the great literature of former times.

Are we becoming limited in our reading interests? Are we willing to read anything and everything? Do we look upon American and English literature as alone fit to read, just because of

tradition? And upon the great Continental literature as unfit, or as a means of coming closer to peoples in strange lands?

I listened to an eastern artist of great experience speak to a group, mostly beginners, a few days ago. He spoke particularly of the artist's background and recommended, with American and English authors, several Continental writers, stating that each book recommended gave the best picture of life in the country concerned. Some of these are books which, because of conditions, we do not put on our shelves, but there is no reason why the librarian should not read books which are not purchased for the library. We may have to limit our purchases, but let us not limit our interest in any and all literature.

For our pleasure we enjoy lingering over the sentences and perhaps re-reading, but if our object is to read much (and that must be our object much of the time) we must master the mechanics of reading. The dislike for the process of reading and of the labor involved, has a reactionary influence. There is no reason why we cannot learn to read with great rapidity. There are other difficulties to be overcome in connection with rapid reading, such as lack of power of concentration, but natural curiosity and love of adventure should make it possible for us to set aside all handicaps to rapid reading.

A talk on a librarian's reading might be endless—it might ever give advice on what to read; but librarians know not only that they should read, but also *what* they should read. Certainly we cannot advise the public if we are unable to select well for ourselves. It is well to make quite sure what is our attitude toward the work we have agreed to do; decide whether we are honest with ourselves, with our board, and with our public; whether we have a proper conception of our jobs, or are more interested in the small details of administration; more concerned about having a place on many city programs, than we are in making our libraries real educational institutions, whether we are to be classed as triflers, or as having a serious attitude toward our work and doing that work in a creditable manner? Our reading will show what we are. But few of us can stand before an audience of the community and prove by our knowledge of the printed material in our charge that we are giving back to the public what we really believe we should give.

Our duty is to read, it is our obligation, and some of us hope that if some form of efficiency rating is introduced into the library world, that ability to read, to read effectively and well, will be the outstanding qualification for librarianship.

EDITH TOBITT, *Librarian.*

*Omaha Public Library.*

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\*Talk given at the St. Joseph Regional Meeting of the A. L. A. Abridged.



# Following up Serial Publications\*

TO the Boston Special Libraries Association:

The following subject was assigned the Committee:

To make a study of methods of checking and keeping track, or "following-up" serial publications: that is, yearbooks, directories, annual or other reports of federal, state and city departments, associations, commissions, etc.

The Committee investigated personally or by letter somewhat over one hundred libraries. These included state, public, college, engineering, financial, society and association, labor, medical, chemical, manufacturing, statistical, publishing and advertising libraries.

The Committee was unable to discover the existence of anything in the nature of an index or time-table to indicate beforehand when reports are to be issued, or of a complete and up-to-date check-list for all, or for any one class of serial publications. Check-lists of state reports

Many librarians reported that they use no "follow-up" methods, simply writing for reports as wanted; others find that they need no special system, since, being members of various associations, they automatically receive by exchange all reports needed. Most librarians check the different periodical indexes, magazine notes, publishers' notices, accessions lists from other libraries, etc., for serial publication notices.

The card follow-up system is in most common use, and is recommended by the library schools. The card form varies in different libraries; it may contain author, title, number of volumes in library, when and how received, price, where noted, name of secretary of association or department publishing report, etc. The Library Bureau has a new card for continuations (L. C. catalog no. 1107, p. 27 of the 1921 edition of Library Supplies) which is

YEAR	NUMBER	RECEIVED	QUANTITY	PRICE	SECRETARY

Sample of report card used at Social Service Library and Women's Union Library. Library Bureau GA39931

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ADDRESS Provident Bank Bldg., Cincinnati, O.

SECRETARY Ernest F. DuBrul TERM

CLASSIFICATION

CONVENTIONS NOTATIONS

N.Y. Nov. 11, '20 Mach. Dec. 1920  
Cleveland Feb. 22, '21 Ann. Mach. 2/27/21, p. 3126, 2/17/21, p. 277

Ronald Press Co Form

FORM 888 8/11/20

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were received from Arizona, Connecticut, Illinois, Massachusetts, Michigan, North Carolina, South Dakota, and Wisconsin.

\* Report of the Committee on "Follow Up" Methods of the Boston Special Libraries Association, presented March 27, 1922.

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1903		1913		1923		1933		1943	
1904		1914		1924		1934		1944	
1905		1915	✓	230	1925	1935		1945	
1906		1916	✓	229	1926	1936		1946	
1907		1917		1927		1937		1947	
1908		1918	✓	367	1928	1938		1948	
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very satisfactory. In some libraries the shelf-list is also the "follow-up" list, metal flags or signals being placed in various positions on the card to indicate when report is due. Most librarians, however, keep a separate follow-up file. One library keeps one file for reports regularly received, and a second file for reports which must be sent for each year. In another library a colored tickler indicating the month the last report was published is placed upon the



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Charged to  
**Gen. lib.**

Date of bill

L. C. No.

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**Wright**

Publisher  
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Vol.

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Author (Surname first)  
**Asher, Leon**

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In case there is necessity for remarks of some length, it is the plan to make record on a sheet following the special list, an asterisk indicating that there is such a note. Record is kept in pencil so that changes may readily be made when new volume comes.

The follow-up method used by The Insurance Library Association consists first, of a loose-leaf form on which all periodical or occasional publications that they desire to secure promptly are entered. These are filed according to a classification scheme as follows:

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Tabs at the right-hand side of the sheet indicate the classification. Tabs at the top of the sheet indicate the month when the publication is expected to be issued.

The blank itself provides for the name, address, frequency of publications, date of publication, date to be written for; and underneath in columnar form for year of issue, date stamped showing when written for; date stamped showing when received; and for remarks, where further follow-up has been necessary.

About ninety per cent of the periodical matter is taken care of in this way. About ten per cent requires more specific attention.

When the regular monthly examination of the follow-up as described above, shows a publication not to have been received it is taken up for special consideration, which means letters to the publisher or if they have already been advised that the edition is exhausted, then to every likely source. A considerable percentage of these "hang-overs" are secured in this way. This is a matter of personal attention. No method has been found for positively guaranteeing that occasionally something will not escape. Experience, however, shows that the more diligent personal attention is given to the follow-up of this percentage of difficult cases the more likelihood is there of getting every



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# The Syracuse University Library School

By ELISABETH G. THORNE, Director

"HAPPY are the people whose annals are blank," says Carlyle. As to whether or not happiness is contingent upon other factors than annals the dour Thomas may be an unsafe guide. Certain it is, however, in the matter of records that those of the Syracuse University Library School during the early years of its history are fragmentary and practically non-existent. To assign to it a date of origin back to the appointment of the then librarian, Henry O. Sibley, as Instructor of Library Economy, is hardly just to the school, the university or the young people under his training, since these were not embryo librarians but students preparing for the ministry or teaching, who received training to catalog their own libraries or to acquire methods of literary research. As these students never recruited the library profession or indeed entered the field, they can only be looked upon as precursors and possibly the inspiration of the later Library School. After the death of Dr. Sibley, his wife, who had been associated with him in the library, carried on the school for some years. The first class for which records are on file at the office of the school was that of 1908, tho there were several classes antedating. This date marked the first class graduating after the occupancy of the new and commodious Carnegie library building, where better quarters were available and a Library School faculty organized, the members of which were graduates of accredited library schools.

In 1908 the Board of Trustees of the University authorized two new full courses in the school, one of two years for college graduates only, leading to the degree of Bachelor of Library Science, and one of four years, a combined academic and technical course leading to the degree of Bachelor of Library Economy, these being in addition to the two year technical certificate course which had been in operation for several years. Because of general low library salaries incident to inadequate financial support the two-year college graduates course could not be made sufficiently attractive to students to induce them to spend six collegiate years in preparation at the salaries at that time obtainable, and this was later abandoned in favor of a one-year college graduates' course. This in turn was dropped at the suggestion and request of the Association of American Library Schools. It was felt that training to fit even a college graduate to enter formally the library field with degree should not be attempted in one year.

In many respects the Syracuse Library School has an ideal location as part of a teaching institution, with easy accessibility to the public, special and school libraries of the city of Syracuse. Students have come from east, west, north and south as to the University at large. The distribution of graduates has been as far as to the Philippine Islands on the west, the coast of Labrador on the north and east, and the Panama Canal Zone on the south.

The trained teachers of the early years of the school were Miss Julia Knowlton of the Albany school, who carried the reference and bibliographical courses; Miss Caroline Wandell of the University of Illinois school, who taught cataloging and classification; and Miss Margaret Emerson, who had been a successful teacher before entering upon library work. Miss Knowlton and Miss Emerson were not long with the school, tho they left a definite impress upon it. They were followed by Miss Elizabeth Smith of the University of Illinois school and Miss Elisabeth G. Thorne of the Albany school. In 1914 Mrs. Sibley severed her connection with the school and Professor Earl E. Sperry of the History Department of the University was made Librarian and Director of the school. In 1920 Miss Thorne was made Assistant Librarian and Acting Director of the school, and in 1922 Librarian and Director.

During the past two years the personnel of the faculty was almost completely changed. Miss Elisabeth G. Thorne was made Director and Miss Stella Tabor Doane of the Drexel Institute and Pittsburgh Carnegie schools and Miss Edna Stowe Stewart of the Drexel school instructors. To these was added later Miss Claribel Calkins, a graduate of Oberlin and the Syracuse school, who has charge of the bibliographical courses. Recently the school lost the valued service of Miss Doane. It is a pleasure to record that Miss Mary E. Robbins of the Albany school, widely known as library school administrator and with a varied and notably successful experience both in the library and library school field, is a notable addition to the faculty.

So much for the history of the school, which has been marked by vitality in that it has survived and developed during a quarter-century. It has sent into the library field each year a small body of earnest young women, eager for service and for the most part under the stern necessity of being rewarded with a livelihood.



Experience has shown us that the average high school graduate needs the degree course. Insufficient foundation for library work can only be a disappointment to the school, to the libraries to which they go and to the students themselves, who have not the educational qualifications to progress, and who are disappointed at their inability to do so. Many, recognizing this, have pursued studies for the degree course in later years. With high standards clearly in view and the desirability of insistence upon them definitely marked, with greater demand for our graduates and improved pecuniary rewards for their service, with a faculty representing wide contacts with other schools and libraries of various types thruout the country, we have confidence that we are emerging from the most difficult days of the school. We attempt to place emphasis on the fundamental things and while these, like the eternal verities, remain for the most part unchanged, there are modifications from year to year, due to the development of library work and the closer co-ordination of the curriculum.

The schedule of outside lectures is made up to balance and vitalize the courses and in some instances to draw the attention of students to interesting phases of library work for which there is no place in an already crowded curriculum. These lectures, as in other schools, are a source of fresh inspiration as well as opening new channels of interest.

In placing students we make a very real effort to keep in mind the needs of the library and of the type of position to be filled as well as the interests of the student, and while we attempt to place our graduates to as good advantage as possible we believe it an injustice to them as well as to the libraries involved, to make recommendations which are of doubtful suitability.

Perhaps the most marked characteristic of the school thru all these years has been the faith that has always pushed forward a program of larger accomplishment. In an institution whose foundations were laid by God-fearing people it may not be amiss in closing this sketch reverently to add "Now faith is the substance of things hoped for, the evidence of things not seen." Thru changing administrations and the lean years during and after the war there have been financial struggles of which endowed institutions and state-granted institutions know little. Chancellor Day in the up-building of a great university watered to the limit of his financial ability, where optimistic directors planted and God gave the increase. Chancellor Charles W. Flint succeeds Chancellor Day this fall as the executive head of Syracuse University. What a new, incoming administration will mean in

advancement and support of the Library School, only the future can determine, but meantime, "Forgetting the things that are behind, we press forward to the high calling of" librarianship, our aim being no less than that formulated by Lord Bacon: "I hold every man a debtor to his profession; from the which as men of course do seek to receive countenance and profit, so ought they of duty to endeavor themselves by way of amends to be a help and ornament thereunto."

## Tentative Rules for Cataloging Incunabula

PROPOSED BY THE A. L. A. COMMITTEE ON  
CATALOGING\*

1. Entries for incunabula which have already been adequately described in a catalog or bibliography are to contain the following items:

1) Statement, consisting of author's name, conventional title, and imprint.

2) Collation, consisting of pagination, signatures, folding symbol and size in centimeters.

3) Additional authors, editor, translator.

4) Notes on scope, contents, etc.

5) References to bibliographies giving full description.

6) Notes on copy: former owners, binding, marginal ms. notes, rubrication, details about incompleteness, etc.

### NOTES

1) *Statement*: If a book is known by a conventional title, altho this title is not used exactly in the edition in hand, the conventional title is to be used in the heading; in the imprint, use the form of the name of the place as in the book; give as a rule the name of the printer (publisher) in the form adopted by the British Museum, and the date in Arabic numerals; if a book is not dated, give a conjectural date, as near as possible, and always month and day, if known or conjectured; explain all conjectures in a note; use brackets in the statement only for enclosing information as to imprint supplied from sources other than the book.

2) *Collation*: If a book is unpagel, give the foliation rather than the pagination, mentioning incompleteness, viz.: 320 leaves (leaf wanting); when many leaves are wanting give exact number of leaves; 320 leaves (incomplete); in the latter case mention in note (no. 6) the missing leaves.

3) Give *additional authors*, if not in contents note.

\* These rules are tentative and the committee invites correspondence with reference to them. Communications should be addressed to the chairman, William W. Bishop, University of Michigan Library, Ann Arbor, Mich.



4) *Note on scope, contents, etc.*: Efforts should be made, by use of reference works, to state the full and real scope of the book in hand; contents should be given in preference to a note.

5) *References to bibliographies*: These should be given in the following order: The one giving the best and fullest description, then Hain (with Copinger and Reichling), British Museum others.

In 4 the special typographical forms used should be reproduced. If any part quoted be in capital letters, use small capitals for contractions, etc., not lower case.

6) Significant variations from copies described to be noted.

#### EXAMPLES\*

PETRUS HISPANUS, *d.* 1277.

*Thesaurus pauperum.* [Florence, Bartolommeo di Libri, 1495?] ]

[94] leaves. a-z<sup>4</sup>, &<sup>3</sup>. 4°. Type 92 Qu]. No catchwords. 16½cm.

1a Qui in comencia illibro chiamata thesoro de poueri || compilato et facto per maestro piero spano. [Woodcut.]

93a ends: Finis.

94b ends: alla quartana capitolo lxii a carte lxxxx.

Woodcut on 1a shows a surgeon's shop. Table of contents 93b-94b.

Perrins (Pollard) p. 93; Hain 8714; Reichling v, p. 144; Proctor 6257.

Modern vellum.

Fol. e<sup>1</sup> and e<sup>4</sup> are bound between e<sup>2</sup> and e<sub>3</sub>.

PLINIUS SECUNDUS, CAIUS, 28-79

*Historia naturalis.* Venice, Nicolaus Jensen, 1472.

[356] leaves. (leaf [20] blank, wanting.) 2°. Type 113Qu]. Neither signatures nor catchwords. 39½cm.

1a CAVIS PLYNIVS MARCO SVO SALVTEM.

3a CAII PLYNII SECYNDI NATVRALIS HISTORIAE LIBER .I. || CAVIS PLYNIVS SECYNDVS NOVOCOMENSIS DOMITIANO || SVO SALVTEM. PRAEFATIO.

21a CAII PLYNII SECYNDI NATVRALIS HISTORIAE LIBER .II. || AN FINITUS sit mundus: & an unus. ca. i.

355a *Colophon*: CAII PLYNII SECYNDI NATVRALIS HISTORIAE LIBER TRI- II CESIMI-SEPTEMI ET VLTIMI FINIS IMPRESSI VENETHIS || PER NICOLAVM IENSON GALLICUM .M. CCCC. LXXII. || NICOLAO TRONO INCLYTO VENETIARVM DVCE.

Iohannis andreae episcopi alerensis ad pontificem || summum Paulum secundum uenetum epistola.

356a ends: Instauratu aliquatulu sub romano potifice maximo Paulo secudo ueneto.

The dedication of Johannes Andres [Bussi], bishop of Aleria, to Pope Paul II is copied from the edition of Sweynheym and Pannartz, Rome, 1470.

Contents—Cosmology. Geography. Anthropology. Zoology. Botany. Pharmacology and medicine. Mineralogy.

Morgan, II, 297; Hain-Copinger \*13089; Proctor 4087; Yale 11. Full leather from 17th or 18th century.

Leaves 159, 170-209, 3321-328, wanting, replaced by photographic negatives.

The Committee recommends that headings, etc. be quoted (as in the examples) in small capitals in place of upper case.

## Library Bindings and the Book Publishers

THE plan of the A. L. A. Committee on Book-binding for presenting to publishers the needs of the libraries regarding physical make-up of books, which was outlined in the LIBRARY JOURNAL for last June, has resulted in the preparation of critical notes on more than two hundred books which are lacking in one way or another in the qualifications necessary for reasonable library service, and representing about forty-five publishers.

The first thing to be accomplished, as indicated in a letter from Frederic G. Melcher, secretary of the National Association of Book Publishers, is to get these comments "into the right place in the publisher's machinery, so that at the time of the next issue of any of these titles or when books of similar character or in similar series are planned, this comment will be there to influence the decisions in the book's make-up."

In pursuance of this purpose, two copies of the critical notes for each of the more than two hundred titles have been sent to Mr. Melcher, who forwards one copy to the publisher interested, if a member of the Association, and files the second copy in his office. A third copy is kept on file by the chairman of the Bookbinding Committee. Notes on other books are in preparation, and will be sent in to Mr. Melcher each month for distribution to the publishers concerned.

Letters requesting publicity of the purpose and progress of the committee's plan were sent to the presidents of a dozen or more State library associations meeting during October and November. Several responses have been received indicating a lively interest in the appeal to the publishers for better book making.

Librarians are asked to co-operate in this work by contributing comments relating to weak points or faulty make-up in any books coming under their observation.

MARY E. WHELOCK,

Chairman A. L. A. Committee on Bookbinding.

## Registry for Research Librarians

THE National Research Council, Washington, has established as one of its major departments a general clearing-house for information about the natural sciences and their applications in industry, engineering and education.

Librarians are cordially invited to avail themselves of the aid of this clearing-house in connection with scientific or technical inquiries which they cannot satisfactorily answer with the resources at hand, and of the Information Service which maintains a file of the names of scientifically trained persons with library or

\* Examples from the John Crerar Library's cards.



bibliographic experience, or for the names of librarians with training for research in one or another branch of science or technology. Requests received so far have usually pertained to openings for librarians in scientific or industrial establishments or to need for the compilation of bibliographies in scientific and technological subjects.

At present the records of persons qualified for such work are few and incomplete, and readers of the *LIBRARY JOURNAL* who meet the scientific requirements for entry in the personnel file of Research Information Service are invited to supply their records. The Research Information Service does not maintain an employment bureau but it does furnish on request lists of persons seemingly qualified for specific tasks or appointments. There is no charge for registration in the file. Service is rendered solely for the promotion of research and its industrial applications.

Librarians desiring more explicit information concerning Research Information Service or reply to specific requests should address Information Service, National Research Council, Washington, D. C.

### New Fiction in Libraries

IN a discussion at the Newark Free Public Library of the *pros* and *cons* of new fiction service in public libraries, a suggestion was made that it would be interesting to watch the result of a process by which the present purchases of new fiction in large quantities for Seven Day and Duplicate Collection circulation should be slowly discontinued until the novels on hand should be reduced to perhaps six hundred and fifty standard titles, freely duplicated in good make up, with yearly accretions of not more than five to ten titles bought only after six or twelve months' testing. The questions were raised as to whether any other library or libraries had yet done this and if so what had been the experience.

If any reader of the *LIBRARY JOURNAL* knows of such a library, the Newark Free Public Library (John Cotton Dana, librarian), would be glad to hear of it. The question, it should be remembered, does not concern libraries that have never bought, or libraries that have always bought, fiction fresh from the press, but refers to an institution which has stopped such purchasing in full flood and gradually reduced its material to standards only.

Trustees of the American Library in Paris, Inc., have been appointed as follows: Walter V. R. Berry, Charles Cestre, L. V. Benet, Charles L. Seeger, William Morton Follerton.

## Annual Reports

### THEIR WHY AND WHAT

OTHER libraries than the New York libraries for which they are intended may find the "why" and "what" of library reports clarified by the list of reasons for these reports in *New York Libraries* for August.

Every corporation created by the State for a specific purpose is required by law to make such reports, showing that its operations are in the sphere of its constituted powers and rights. Then again, libraries are given many special privileges and advantages by the State not granted to other corporations. Next, the legislature of a state needs the fullest data possible as to library conditions and library needs of the state, to enable it to take intelligent action in making new laws, modifying old ones, and in making appropriations for carrying out its various policies. And this information is as much the right and due of the people of the State as of the legislature which represents them. Finally, it is to promote good business methods and efficiency in the libraries themselves that the annual reports are designed. "A public library is a corporation demanding every day that the public invest its money in it. . . . It is simple impertinence for a library to ask money for its support, either from an individual, a community or the State, without being able to show that the money it has had has yielded proper results."

What should be included in these reports? ". . . Every item by which a library's success or efficiency is to be measured or every item whereby comparison can be made with proper standards established by the State or the general profession."

### —AND HOW

SOME REFLECTIONS, PERTINENT AND IMPERTINENT, FOLLOWING THE READING OF SOME LIBRARY REPORTS

Annual reports should be like Ginger Ale—

GOOD TO LOOK UPON

CLEAR as AMBER

Have a little FROTH

A goodly amount of SPARKLE

A lot of hidden SNAP

Be—

REFRESHING

Read with ANTICIPATION

Leave with the reader a feeling of—

SATISFACTION

PLEASANT MEMORIES

A tingling sense of ABILITY to ACHIEVE

N. B. The long suffering or indifferent public would appreciate this kind, and the investment pay dividends.

JESSIE M. WOODFORD.



# THE LIBRARY JOURNAL

TWICE-A-MONTH

DECEMBER 1, 1922



CZECHOSLOVAKIA has made good in surprising degree within the past two years on the ambitious and comprehensive plans of library progress recorded then in the LIBRARY JOURNAL. The Library School has had more than a score of students each of its first two years and enters on its third year with bright prospects of usefulness. The historic libraries earlier existing have been complemented by smaller libraries in every division corresponding to our counties and towns, a provision the more remarkable because, as a bi-lingual country, the new republic has had to provide libraries for the German minority as well as for the dominant race. Altogether, more than 3000 libraries are now recorded, reaching close to an aggregate of 2,000,000 volumes—an average of over 600 volumes each. The smaller Czech libraries are probably developments of the Sokol (eagle) patriotic organizations, somewhat like the German Turnverein which kept the Czech classics alive during the Austrian domination. The Bibliographical Institute has been publishing monthly bulletins, and great progress has been made in Czechoslovak bibliography, while library conferences have been held which cover pretty nearly the whole field of library administration. Czechoslovakia has benefited by the American spirit which President Masaryk and his associates have infused into it, and is certainly leading all the other new states produced by the war in this important field of education.

★ ★ ★ ★ ★ ★ ★

THE new senator from Michigan, ex-Governor Ferris, schoolmaster by profession, tho not a librarian, is noteworthy as a library exhibit. Mentally starved as a boy thru poor schooling up "York State," he chanced upon Franklin's "Autobiography," and this moral tonic inspired him to the lifework which has built up the Ferris Institute at Big Rapids, Mich.—one of the most remarkable of educational institutions—and now makes him a prominent figure in national politics. His education has been kept up to date by his actual realization for years past of the present slogan "Read a Book a Week" and his private library is said to be one of the best working libraries to be found in his state. His career illustrates the power of the book—of one book—at the critical period of

a youth's career, and offers encouragement to librarians who should make sure that the youths of the community have such inspirational books made part of their equipment for life.

★ ★ ★ ★ ★ ★ ★

ANOTHER and supreme illustration of the power of the book is set forth by H. G. Wells in his new "Short History of the World" in the remarkable chapters on the early history of the Jews. "Their importance to the world," he writes, "is due to the fact that they produced a written literature . . . which became at last what Christians know as the Old Testament, the Hebrew Bible. . . . It is not so much the Jews who made the Bible as the Bible which made the Jews. Running thru this Bible were certain ideas, different from the ideas of the people about them, very stimulating and astounding ideas, to which they were destined to cling thru five and twenty centuries of hardship, adventure and oppression." It is interesting to compare this great generalization with the library experience of today of the devotion of the Jews to written literature, that is, to reading. No class of people show more active and intelligent use of library facilities than our Jewish citizens of today, as is illustrated by the fact that in the Jewish quarter of Brooklyn, for instance, it has been necessary to provide two Carnegie libraries, one for adults and one for children, both of which are crowded to capacity, while the libraries on the east side of New York find the great body of their clientèle among the people of the race which alone has for these twenty-five centuries kept its distinctive life as an abiding people.

★ ★ ★ ★ ★ ★ ★

SHOULD the librarian be a member of his board of trustees? No. Should he be present at board meetings? Yes. These are the evident answers to questions which are often put by younger librarians to those of more experience at library conferences. The librarian is at the service of the trustees in carrying out policies which they, as finally responsible, determine. They should, however, have his professional experience and advice at their constant command, and he should in turn be fully acquainted with their views and the processes by which they reach results. Moreover, it should be up to the librarian to make the minutes or records of the board for its secre-



tary, if the librarian himself is not secretary of the board, as may properly be the case. Of course, there are questions, particularly those respecting the librarian himself, which the board may wish to consider apart from his presence, but this can always be managed by polite adjournment to executive session, which is also politic where the board admits newspaper reporters in attendance at its sessions. This latter is the natural and proper course in library

boards of a public character, altho it has the chronic disadvantage that, in the endeavor to "feature" strikingly, the reporter will throw aside perspective and make more of a difference in the board than of important decisions of policy. For this reason differences of opinion should usually be thrashed out in executive session, except on a subject where the pros and cons are matters of public interest.

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## LIBRARY ORGANIZATIONS

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### BAY PATH LIBRARY CLUB

THE autumn meeting of the Bay Path Library Club was held at the Leicester (Mass.) Public Library on Thursday, October 26. An attendance of seventy heard addresses on "Library Work in Japan" by Hano Kato, now associated with the Quincy Library, and on "World Events" by Rev. Robert MacDonald of Plymouth Church, Worcester. E. Louise Jones of the Division of Public Libraries, State Department of Education, conducted a round table on topics of general interest. The club's officers are: President, Emily M. Haynes, Worcester Polytechnic Institute; vice-presidents, Ella C. Miersch, Jacob Edwards Library, Southbridge, and Albert W. Hinds, West Boylston; and secretary, Helen P. Shackley, Merriam Public Library, West Brookfield.

### NEW YORK LIBRARY CLUB

THE November meeting of the New York Library Club was again held at the Central Y. W. C. A., on Thursday, November 16th. Dr. Merle St. Croix Wright, writer and lecturer, described in detail his methods for extracting the essentials from the books he uses in gathering material for his lectures. He has found colored and graduated slips and a simple system of shorthand useful in these researches. Dr. Wright paid tribute to the public library as a refuge for the general reader in an era of high prices.

The Club was diverted by an amusing chapter from Edmund Lester Pearson's forthcoming book about books, to be entitled "Books in Black or Red," which was read by the author. Mr. Pearson limited the subject of his topic, "The Search for Curious Books," to books that are curious in the general sense, not "Curious," a term which has come to signify pornography when found in booksellers' catalogs. After a few remarks on the psychology of the peculiar folk who will not carry a book on

the street unless it is wrapped, he read passages describing and commenting on slang dictionaries, Victorian Keepsakes and books of etiquette, the Chinese Biographical Dictionary, and the diverse sports of Englishmen as recorded in *Who's Who*.

### PENNSYLVANIA LIBRARY CLUB

THE first meeting of the Pennsylvania Library Club for the season of 1922-1923 was held at the Drexel Institute, Philadelphia, November 14. The Club met at the invitation of Mrs. Anne Wallace Howland, Director of the School of Library Science of Drexel Institute. The members of the Library school class assisted Mrs. Howland in receiving the guests.

Mrs. Howland gave an address on "The Reorganization and Purpose of the School of Library Science." Mrs. Howland gave a brief outline of the history of the former library school under Alice B. Kroeger, June R. Donnelly and Corinne Bacon, under whose administrations the school enjoyed a deserved reputation for efficiency and technical integrity, and the discontinuance of the school in June, 1914, was a great loss to the library profession. By an act of the Board of Trustees of Drexel Institute last June, President Matheson was authorized to announce the reorganization of the Library school as a department of Drexel Institute, and the school was reopened on September 25 with a class of 16. During the period of inactivity of the Drexel Library School, Mrs. Howland said, the graduates have steadily risen in importance in the profession. Many have contributed to literature and bibliography. They have held reunions and have kept alive the spirit of the former school. It was these graduates who convinced Dr. Matheson that there was a demand for a new library school in Philadelphia. The new school is being organized according to the standards of the Associa-



tion of American Library Schools, and the entrance and graduating requirements are similar to those of other accredited schools. The library will be developed along the needs of the four departments of Drexel Institute and will be brought up to modern college requirements as a laboratory for the library school and for reference work. Now that educational requirements for entrance into library work have become higher the day is not far distant when applications for entrance to the accredited schools from college graduates will be in sufficient numbers to allow of that natural selection of personal fitness, which is after all, the greatest contribution the library schools have rendered the library profession.

Thomas Lynch Montgomery, librarian of the Pennsylvania Historical Society, said that with Mrs. Howland as director, the new school was being inaugurated under splendid auspices, and that he wanted to assure Mrs. Howland of his enthusiastic support. John Ashhurst, librarian of the Free Library of Philadelphia, then said that no institution in Philadelphia was more indebted to the Drexel Library School than was the Free Library, and that he was delighted personally and officially to see the Drexel Library School reopened. Frank P. Hill, librarian of the Brooklyn Public Library, said that the school was to be congratulated in having its rejuvenation under the able administration of Mrs. Howland, and that the work accomplished between June and the opening of the school in September was a marvelous record.

One hundred and twenty-five were present at the school's house-warming.

MARTHA LEE COPLIN, *Secretary*.

#### SPECIAL LIBRARIES COUNCIL OF PHILADELPHIA AND VICINITY

THE regular meeting of the Council was postponed a week in order that the Chairman and Secretary might attend the meeting of the Pennsylvania Library Association at Altoona. A report of the round table of special librarians attending that meeting was given to the Council.

The rest of the evening was devoted to a consideration of the proposal of the President of the Special Libraries Association that the local associations be affiliated more closely with the national association.

It was the consensus of opinion that the matter could not be satisfactorily considered until the new constitution of the S. L. A., giving the exact terms of affiliation, was submitted. In a general way, however, the meeting expressed the desirability of co-operating with the S. L. A., and strengthening its work, but felt the terms should be arranged in such a way that the local associations did not lose the ability to fit

their work and requirements to local conditions. It was felt that to cripple local associations in doing necessary work, or meeting a peculiar situation, would hurt the local body, and thru it, the national association. The meeting expressed the wish to know the character of the clearing house which the S. L. A. hopes to conduct, and the manner in which it hopes to carry on the technical work of the Association.

Since the meeting Friday night, the Periodical Committee has reported that the cards for the Union Catalog are beginning to come in.

HELEN M. RANKIN, *Secretary*.

#### OHIO LIBRARY ASSOCIATION

THE Ohio Library Association met at Van Wert October 24 to 27. In view of the new county library law recently passed, it was particularly appropriate to have the meeting in the town which boasts of having organized one of the first county libraries in the United States.

For the County Library section at the last afternoon session, when Mary R. Cochran of Cleveland told of "Efforts to Secure a County Library in Cuyahoga County" and Corinne Metz talked on "Organizing a County Library." In a series of eight-minute talks Victoria Bronson, Maumee, outlined county library work in Lucas County; Dorothy Keefe of Sandusky that of Erie County; Marianne Yager, Paulding County; N. D. C. Hodges, Hamilton County; and Mary Hardy, Van Wert County. At the open session Loleta I. Dawson, Wayne County librarian, Detroit, gave an address on "Experiences of a County Librarian." At the same session Emma M. Boyer told "What the Library Has That the Business Man Needs." Mary H. Clark, librarian of the Cleveland Municipal Reference Library considered "Public Library Service for Local Officials" at the meeting of the City and Industrial section, over which Linda A. Eastman presided.

Discussion on work with schools began at the first afternoon session, when Vernon M. Riegel, State superintendent of public instruction and chairman of the State Library Commission, gave an address on "School and Library in Ohio." The Library and School Section, of which Ethel Wright of Toledo was chairman, listened to five-minute talks by State Librarian Herbert S. Hirshberg, Annie S. Cutter of Cleveland and Margaret Dunbar of the Kent State Normal School. Relations between school and library in various Ohio communities were described by Howard Sohn of Canton, Miss Sheffield of Napoleon, Miss Lord of Toledo, Miss Tarr of Youngstown, and Miss Schaub of Columbus. Miss Wood told of the Cincinnati plan of school stations and classroom libraries. "Plans of Work" was the subject of an address by



Catherine Nichol, state children's librarian, at one of the open sessions. "Effective High School Work With Simple Equipment" in the small library was outlined by Ella Swartout of Masillon at the meeting of the Small Libraries section. At this section Alice S. Tyler, director of Western Reserve Library School, took up the question, "Can Small Libraries Be Departmentalized?" Periodicals for the small college were discussed by Jessie J. Smith, librarian of Hiram College, at the meeting of the College and Reference Section of which R. E. Stauffer of Alliance was chairman.

George B. Utley, president of the A. L. A., was present to address the association at the opening session. Among other addresses of general interest were a talk on "Impressions of Foreign Libraries" by the librarian of Adelbert College, George F. Strong; "The Merit of a Book," by Jessie Van Cleve, publications assistant on the *Booklist*; and "The Job Ahead," by State Librarian Hirshberg. The Association passed a resolution of confidence in Mr. Hirshberg. Another resolution urged Congress to make adequate appropriations for the Library of Congress.

Van Wert is the home of the retiring president, Ernest I. Antrim who personally welcomed the visitors. A musical program Wednesday evening at the Y. M. C. A. was a pleasant feature, interspersed with talks by Azariah S. Root, Lucy Keeler of Fremont and Mrs. Antrim. At the Strand Theater on the last evening Dr. Nevin O. Winter, author-lecturer, made an address, "Seeing Yellow," following which a pageant "And a Little Child Shall Lead Them" was produced under the direction of the author, May K. Cowles, director of week-day religious instruction in the Van Wert public schools.

At the meeting of the Trustees' Section Carl Vitz, Toledo, described "The Ideal Librarian," and J. M. Ormond, trustee of the Lucas County Library Maumee, rejoined with "The Ideal Trustee."

The officers elected for the next year are: President, Elizabeth S. Lorain; vice-presidents, Edna M. Wales, Masillon, R. E. Stauffer, Alliance, Miss Shuler, Miamisburg; secretary, Lillie Wulfekoetter, Cincinnati; and treasurer, G. O. Ward, Cleveland.

#### NORTHWEST OHIO TEACHERS' ASSOCIATION LIBRARY ROUND TABLE

THE first library round table in connection with the Northwest Ohio Teachers' Association meeting was held in Toledo on October 27. A joint session of librarians and English Teachers followed a luncheon and reception at the City Building of the Women's Club. At the invitation of the English Teachers' Round Table,

Martha Pritchard of Detroit presented the subject "Why have a school library," and Herbert Hirshberg told of the service the State Library could extend to schools.

A small but enthusiastic group of those particularly interested in school library problems then visited the library of Scott High School of which Ada Ritchie is librarian. Here Mrs. Linton, of Cass Technical High School Library spoke on instruction in the use of books and libraries. The group next visited Waite High School Library where questions were answered by Mrs. Linton, Miss King of Central High School of Jackson, Mich., and the Toledo High School librarians and where Miss Brown, librarian, acted as hostess at a tea given for those interested in school library problems.

MARIE AMNA NEWBERRY, *Chairman*.

#### MICHIGAN LIBRARY ASSOCIATION

THE register showed an enrollment of one hundred and sixty-nine members present at the thirty-second annual meeting of the Michigan Library Association, held in Flint Oct. 24th and 25th. There were three important matters introduced for consideration at the opening session Tuesday afternoon, namely, school and county libraries and the penal fines, certification of librarians, and the report of the committee on legislation.

As provided in the constitution, school libraries and those public libraries which function as school libraries receive the penal fines as part of their appropriation for books. During a general discussion the fact was brought out that neither their distribution nor expenditure was satisfactory. According to the present system, fines collected in a given county remain in that county; consequently, those wherein large cities are located receive large sums, while the sparsely settled districts receive only very small amounts. In many instances it has been found that the funds were being misappropriated or spent unwisely, not thru dishonesty but thru ignorance. It was suggested that librarians inform themselves of existing conditions in their respective counties and try to correct if possible any errors found.

Certification for Michigan librarians was introduced by Katheryne G. Sleneau of MacGregor, who outlined the Wisconsin certification law, and the tentative plan suggested by the Committee on National Certification and Training of the A. L. A. It may be several years before national certification is well launched, but it is a goal toward which to work. Since some States have already adopted the plan and others are about to do so, it was the sentiment of those present that Michigan librarians should give the matter careful considera-



tion, and the president appointed a committee of three to make further investigation and report at the next meeting.

The Committee on Legislation, of which Mr. Ranck is chairman, recommended three bills for presentation at the next legislature, namely, the librarian's retirement fund bill, another for the promotion of county library service, and a third providing for the acceptance of properly certified copies of manuscripts, books, etc., in libraries as evidence in the courts of the State. In regard to some provision for carrying on the library promotion work formerly done by the State Library Commission, which was abolished at the last legislature, the committee recommended this work be placed for the present under the supervision of the State Library, and every effort be made to secure legislation for its adequate financial support.

The outstanding feature of the evening session was a talk on "The State's Opportunities for Service Thru Libraries," by Mr. M. L. Dudgeon of the Milwaukee Public Library, whose central thought was expressed in his statement that libraries are educational institutions and as such should receive State support and supervision. Large sums of money are appropriated every year for schools, colleges and universities, which benefit not more than one-fourth the population. Libraries are more universal in their appeal, more democratic in their tendencies, and are, therefore, entitled to State aid as well as schools and universities. Mr. John T. Frederick of the University of Pittsburgh and editor of the *Midland*, gave a delightful talk on the "Literary Progress of the Middle West," after which an informal reception was held.

Wednesday's session opened with a talk on "Tricks of the Trade," by Mr. Wheeler of Muskegon, who enumerated various methods of displaying books for the purpose of increasing their circulation. Miss Ronan, in a brief talk on "Red Tape vs. Human Vagaries," defined red tape as the routine process which stands between the librarian and the patron, and emphasized that the librarian's first consideration should be service with the least possible friction. Miss Beglinger, who spoke briefly on "The Education of the Foreigner," earnestly requested the co-operation of the Michigan Library Association in this phase of educational work. Miss Walton conducted a book experience meeting which was both interesting and practical. Ralf P. Emerson of Jackson spoke on "World History, Wells, Van Loon and Robinson"; Frances Frederick of Detroit on "Van Loon, Who Reads Him and Why"; Mr. Brown of Highland Park High School on "Delight vs. Requirement";

Constance Bement of Port Huron on "Best Sellers and Books Most in Demand"; Anne Wiggins of Flint on "A Teacher's Viewpoint"; Miss Falkingham of Benton Harbor on "Recent Books in My Library"; and Margaret Smith of Michigan University Library on "Reading of College Students."

During a short business session the Association endorsed three resolutions adopted by the A. L. A.; one, the dollar per capita revenue; another the supervision of school libraries, and the third the project for the restoration of the library of the University of Louvain. The Association also passed a resolution endorsing any bill, now before or likely to come before Congress, which may improve the situation with respect to salaries at the National Library, and permit that institution to continue the important service which it is rendering in the co-operative cataloging movement of this country.

Officers elected are: President, Constance Bement, Port Huron; vice-presidents, Harold L. Wheeler of Muskegon and Edith Thomas of Ann Arbor; secretary, Charlotte M. Jackson, State Library, Lansing; treasurer, Helena LeFevre, Spies Public Library, Menominee.

CHARLOTTE M. JACKSON, *Secretary*.

#### IOWA LIBRARY ASSOCIATION

THE thirty-second annual meeting of the Iowa Library Association was held at Cedar Rapids October 23rd to 25th.

To the address of welcome given by Luther A. Brewer, president of the Cedar Rapids Library Board, response was by Mary E. McCoy of Indianola. After the reports of the officers and of the Secretary of the Iowa Library Commission, Mrs. Cora Wilson Stewart of Kentucky spoke on campaigning against illiteracy. The figures which she gave concerning illiteracy in the United States and in Iowa and her account of the work that was being done in teaching adult illiterates to read and write inspired all present with a desire to assist in this work.

The evening program consisted of an address and readings on recent poetry by Professor Edwin Ford Piper of the State University of Iowa. Mr. Piper spoke of the different messages of the various poets, one attempting to interpret beauty, another present day conditions, and another mid-West life, etc. He read from a number of poets writing on the latter subject, among them his own poems. The address was followed by a social hour, the librarians of Cedar Rapids being hostesses.

On Tuesday morning the business meeting was held, the principal subject of discussion being a change in the membership dues to a sliding scale for library membership in cities



of different sizes, with a flat rate for individuals. As some doubt was expressed as to the legality of a library board using its tax funds for this purpose the subject was referred back to the committee for investigation.

The president's address, omitted at the opening session, was given here, followed by an address on county libraries by J. G. Mitchell, attorney for the Iowa Farm Bureau, who made no attempt to cover the mechanics of the subject, devoting his time to the spiritual side, so to speak, and the difficulties which the librarians will meet in the present unrest, the movies, etc.

The afternoon was devoted to round tables at which the problems of the different groups were discussed. These were followed by an address by Dr. Herbert Martin of Drake University, Des Moines, on "The Child Mind." In the evening three one-act plays presented by the Coe College Players, were not only entertaining but showed the librarians what might be done in the way of "little theater" entertainments.

At the closing session on Wednesday morning Irving B. Richman of Muscatine spoke inspiringly on "The Newer Treatment of History," naming as examples "The Outline of History" by H. G. Wells, Van Loon's "Story of Mankind" and "The Chronicles of America." Book talks followed, fiction being treated by Mary Egan of Clinton and Lydia Barrette of Mason City, and Juveniles by Linn Jones of Des Moines. Under Travel and Biography Edna Giesler of Des Moines spoke briefly of "The Dingbat of Arcady," Grace Murphy of Davenport on "Tramping With a Poet in the Rockies," Mae C. Anders of Des Moines on the "Chronicles of Chicora Wood" by Pringle, and Grace D. Rose on "Here, There and Everywhere" by Hamilton. Lists covering the different groups of books were circulated.

In order to promote sociability, Julia A. Robinson proposed a slogan for the meeting in the game "Who'll Speak First," offering a prize to the person who should speak to the largest number of strangers. Much curiosity was expressed as to how this was to be determined, but all present felt that the award of a beautiful bouquet to Miss Hagey and the staff of the Cedar Rapids Library was well made.

Wednesday afternoon was devoted to an automobile ride, a visit to the Quaker Oats establishment and the Masonic Library and a tea given by the staff of the Cedar Rapids Library.

The attendance was not as large as at some meetings, due primarily to the location of the meeting place.

The officers for the coming year are: President, Grace Shellenberger of Davenport; vice-presidents, Mrs. H. W. Spaulding of Grinnell

and E. Joanna Hagey of Cedar Rapids; secretary, Ruth Gibbons of Cherokee, and treasurer, Mae C. Anders of Des Moines.

#### SOUTH DAKOTA LIBRARY ASSOCIATION

THE sixteenth annual meeting of the South Dakota Library Association was opened by the president, Alberta Caille, of the Sioux Falls Public Library, October 12, at the Yankton City Library. Thirty-four librarians and several visitors were present.

Leora Lewis, of the State Library Commission, reported for the Booklist Committee. The \$15 voted by the Association had been supplemented by \$15 from the Commission, and 31,000 booklists were printed and distributed. The new list covers sixteen books. The booklist for next year will be issued early in the fall.

Ella Laurson of the Mitchell Public Library, chairman of the Board of Certification, reported that since the last meeting a life certificate has been granted to Sarah Lawson of Madison. The Board has had printed application blanks and certificates of the several grades, and all South Dakota librarians are urged to apply for certificates. The board recommended the following changes in rules for certification, which the Association approved: (1) That an executive committee consisting of the president and secretary of the certification board and one other member (the one most easily available) be provided for, such committee being empowered to transact all necessary business during the interim between regular board meetings. Whenever possible the board should transact its business at the regular meeting. (2) That to section 3 of the provision for the granting of a life certificate the following be added: In the case of librarians who have had one year in library school, but who cannot meet the college requirement, thesis only shall be required.

Two certificates for five and three years, respectively, were granted at a meeting of the Certification Board at this conference.

Reporting on the work of the first library institute, Miss Lewis said that there were sixteen librarians in attendance, fourteen from outside of Yankton, and not a single member had missed a lecture. Students at the institute who were present spoke words of hearty appreciation of the value of the work done in the institute and wished it might be arranged to last more than three days. Doane Robinson suggested that a longer term for the institute might be possible if enough librarians desired it, and it was voted that the institute be continued next year.

The evening meeting in the rooms of the Chamber of Commerce was opened by President



H. K. Warren of Yankton College, who voiced the welcome of the community. Della M. Haft of the State School of Mines at Rapid City gave the response. The president then introduced the speaker of the evening, Willis H. Kerr, librarian of the State Normal School at Emporia, Kan., who gave an inspiring address on "Our Library Heritage,"—the time, the people, the books, and literary ideals.

Kathryn Evans, who was to have told about library work in Tripp County on Friday morning, was unable to be present, but had sent her notes to Miss Lewis, who used them and added her own comment about the very successful work done in this new county library. The Association then divided into two groups, librarians of public libraries and librarians of school and college libraries, to discuss informally the special problems of each group. There were ten in the school and college group. Esther Wendell of the N. M. I. S. started the discussion on interesting students in general literature. Among the points brought out were: Notes in the school paper each week, getting the teachers to recommend books in their class work, a mimeographed list of new books each week sent to faculty members and posted, and arranging the books on the shelves to look as if they were used—with gaps in the line.

The topic of library and school events was led by Ella McIntire of Huron College, and was followed by a general discussion of plans for securing and the use and loaning of debating material. Frances Warner of Dakota Wesleyan College led the talk on instruction to students in the use of the library. Most of the school librarians give lectures on the library to freshmen. Sometimes the freshmen write themes after these lectures, which the English teachers or the librarian mark. Some give "Seeing the Library" excursions at the beginning of the year.

At the same time the public librarians discussed the following topics: Children's Book Week, led by Marjorie Smith of Rapid City; short cuts in library routine, led by Ethel E. Else of Watertown; standard library equipment, led by Abigail Lyon of Brookings; and reserves, with Mrs. E. Jacobson of Pierre as leader.

At the close of a luncheon served at the high school by girls of the Domestic Science class, cars sent by the Commercial Club were ready to take the visitors for a trip about the city and its environs. At each place of special interest Joseph Mills Hanson, novelist and historian, described the historical facts in relation thereto. This travelog took the place of the address expected from Mr. Hanson. The rest of the afternoon program consisted of an illustrated talk on story telling by Grace Miner Hammond.

Upon invitation of the faculty of Yankton College members of the Association were entertained at dinner at the college, followed by a charming program given by college students. A visit was later made to the old Bartlett Tripp mansion, now owned by the college, and used partly for the housing of the art collection.

The new officers are: President, Ethel C. Jacobsen, Pierre Public Library; vice-president, Marjorie Smith, Rapid City Public Library; secretary-treasurer, Maud R. Carter, Spearfish Normal School; member of board of certification for three years, Ethel E. Else, Watertown Public Library.

MAUD R. CARTER, *Secretary*.

#### NEBRASKA LIBRARY ASSOCIATION

THE Nebraska Library Association held its twenty-eighth annual meeting October 17-19, in St. Joseph, Mo., in connection with the Missouri Valley Regional conference of the American Library Association. Nebraska was well represented by fifty-three librarians. At the business meeting recruiting for librarianship was discussed and referred to the incoming president for action; as were also the topics; "What is a Reasonable Income for Your Library" and "Is Your Library Organized for Education?" Invitations were extended to the Association, by Beatrice, and Omaha for next years meeting.

The officers elected were: President, Lulu Horne, Lincoln; vice-president, Mary C. McQuaid, Fairbury; Secretary Ethel Langdon, University Place.

EDNA J. WOLFF, *Secretary*.

#### TEXAS LIBRARY ASSOCIATION AND SOUTHWESTERN LIBRARY ASSOCIATION

THE eighteenth annual meeting of the Texas Library Association was held in Austin, October 25, 26, 27, in the capitol building, with Miss Dorothy Amann, librarian of the Southern Methodist University, Dallas presiding. According to the eighty or more librarians present, it was the most worthwhile meeting of many years.

It was a departure from the usual custom to have the meeting last three days instead of two, but the important matters handled and the thoroughness with which the program was planned and carried out proved the change warranted.

The formation of the Southwestern Library Association "to promote library service in the Southwestern States and Old Mexico" was probably the most notable accomplishment. Representatives were present from the various Southwestern States and Mexico, and on Thursday afternoon, October 26, the Southwestern Library Association was formed, with Texas, Oklahoma, Arkansas, Louisiana, and Old Mexico as members.



Officers elected were: President, Elizabeth West, State Librarian, Austin; Dorothy Amann, librarian, Southern Methodist University, Dallas, vice-president for Texas; Mrs. Cora Case Porter, librarian, Carnegie Library, Enid, vice-president for Oklahoma; Mrs. Ethel B. Kellar, public library, Fort Smith, vice-president for Arkansas; Virginia Fairfax, Standard School of Filing, New Orleans, vice-president for Louisiana; Senor Torres Bodet, Chief of the Department of Libraries, City of Mexico, vice-president for Mexico; E. W. Winkler, reference librarian, University of Texas, Austin, secretary; Lillian Gunter, librarian, Cooke County Library, Gainesville, Texas, treasurer. The States of New Mexico and Arizona did not have representatives present.

As the constitution and by-laws of the Southwestern Library Association provided for biennial meetings, alternating with the meetings of this group of State associations, the constitution and by-laws of the Texas Library Association were revised to meet this condition, and biennial meetings were provided for. The time and meeting place for 1923 was left to the executive board to be arranged, the Texas Library Association proposing to meet, if possible, in the same city as the Southwestern—either immediately following or immediately preceding that meeting.

Three standing committees were created—Legislative, Publicity and Membership.

The Texas Library Association went on record as endorsing the movement of the National Federation of Musical Clubs to procure for the music section of libraries a proper proportion of the library budget. The Association also endorsed the American Library Association's resolutions on the dollar per capita tax, and those on standards for school libraries.

The conditions in high school and junior college libraries in Texas having been investigated by a committee, and their standards, needs and handicaps having been discussed in the Schools Library Section, the Texas Library Association adopted a resolution recommending to the legislative committee that libraries be inspected by a librarian, and not by a teacher.

A report of library conditions in the penal and eleemosynary institutions of Texas also showed the need for action. The president was authorized to conduct investigation of conditions in other States and proceed to procure legislation to better conditions.

The first meeting, Wednesday morning, was divided between business and the program, but aside from that there were three meetings devoted entirely to the reading of papers and the discussion of library problems. "Contemporary Worthwhile Books" was the subject Wednesday

morning; "How Can Different Libraries Existing in the Same Community Supplement the Work of the Other," Wednesday afternoon; "Special Libraries," Thursday morning, and section meetings of the Public Libraries and Schools Libraries on Friday morning.

The program on special libraries proved very interesting to a large number to whom the library of the newspaper, the theological seminary, the bank, the State penal and eleemosynary institutions, the medical school, and the civic federation were little known.

For the first time in the history of the Association section meetings were held. All the school librarians met together to discuss the standards for high schools and junior colleges, as to books, equipment of library, librarian, etc., and their inspection by a qualified librarian; the student assistant problem; the relation that should exist between faculty and librarian, and the work of the reference librarian. In the Public Libraries Section meeting lively discussion was aroused on keeping the library out of politics, raising the appropriation, theft of books, budget, etc. Louise Franklin of the Houston Public Library read an especially interesting paper on "The Problem of the Foreign Born, Negro, Etc."

At the first evening meeting, which was held in the Driskill Hotel ballroom, October 25, the Association had the pleasure of hearing two good addresses. Professor John H. McGinnis of the English department of Southern Methodist University, Dallas, spoke on the "Library as an Educational Force," emphasizing the opportunity of the library in the educational scheme. Dr. W. M. W. Splawn of the Economic department of Texas University, emphasized more especially the sociological phase. Music for the evening was furnished by the members of the music faculty of the University of Texas.

On Thursday evening the members of the Association were the guests of the local librarians at a Rosa Ponselle concert, and on Friday afternoon for an automobile drive around the city.

An Illinois Library School dinner was an especial feature. Fourteen former students were present, and Wednesday evening they got together at a dinner in the Driskill Hotel. Miss Dorothy Amann, president, was the honor guest.

Officers for the coming year are: President, Elva L. Bascom, University of Texas School of Library Science, Austin; vice-presidents, Ethel Simmons, librarian, Waco Public Library, and Mrs. Edward S. Carter, Gates Memorial Library, Port Arthur; secretary, LeNoir Dimmitt, Extension Librarian, University of Texas, Austin; treasurer, W. N. Daniells.

ERMINE STONE, *Secretary pro tem.*



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## IN THE LIBRARY WORLD

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### MASSACHUSETTS

*Boston.* Two courses of lectures on the history of American literature are offered to library assistants by the Division of University Extension of the Massachusetts Department of Education. The lectures will be given, as last year, by Professor Robert E. Rogers, of the Department of English and History in the Massachusetts Institute of Technology. The first course, consisting of twenty lectures, will cover American Literature from its beginnings thru the Civil War; and will begin on November 17, with an examination on April 6. The enrollment charge is \$1. A supplementary course of ten lectures, on American Literature since 1870, will start on April 13. It is expected that library assistants who are relieved from duty for the purpose of attending these lectures will take the course seriously, to the end of making their library work more effective and will take the examination at its end.

*Chestnut Hill.* Ground has been broken for the erection of the new \$400,000 library building at Boston College, which is to be a handsome Gothic structure provided for shelving about 700,000 volumes.

### CONNECTICUT

*Hartford.* By far the greatest increase in circulation since the Hartford Public Library opened its doors as a free public library thirty years ago was realized at the close of the year in June, when 421,009 volumes, 48,351 more than the previous year, had been issued. March was the month of the largest circulation, as it has been every previous year with one exception. The city responded to the board of directors' appeal for more funds last year, with the result that \$40,000 was received from taxation in 1921-1922. The entire receipts were \$52,601; expenditures for salaries \$28,236, and for books, periodicals and binding \$18,314. The Dwight branch in the Parkville section is in need of repair and extension. Near a school, the branch loaned approximately 10,000 juvenile books of its circulation of 26,822.

### NEW YORK

*Brooklyn.* The total registration for the Brooklyn Public Library's three courses in library training which began October 1st was fifty-four. Of this number thirty-five registered in the advanced course in library training, ten in the course for children's librarians and nine

in the elementary course. In the advanced course eight students are college graduates and in the training course for children's librarians all are. The students come from the following states: New York, Massachusetts, Maine, Connecticut and New Jersey. One comes from Stelarton (Nova Scotia) and another from Owen Sound (Ontario).

The qualification for admission to the advanced courses is a college degree, without examination, or at least a year of college work or its equivalent, with examination. At the end of these nine months' courses a certificate is granted to graduates. Pass cards are given to staff members for each course taken and successfully completed and persons passing these courses are placed in the Second Grade of the library service. The qualification for admission to the elementary course is a high school diploma. The course is six months in length and persons satisfactorily passing are appointed in the lowest grade of the library service.

### DELAWARE

*Newark.* Plans are being formed by a joint committee of the Board of Trustees and the Alumni Association of the University of Delaware for a campaign for a fund of over a quarter of a million dollars for a new library.

### DISTRICT OF COLUMBIA

*Washington.* Last year the United States Department of Agriculture inaugurated a graduate school for Department workers. Courses in subjects pertaining to the work of the Department were given by specialists from the Department and other institutions. The success of the initial venture last year, in which more than two hundred department workers availed themselves of the opportunity offered to continue their education and training in scientific agriculture, encouraged those in charge to repeat the work this year. The work will be given in two sixteen week terms, commencing October 16th and closing June 2nd, allowing one week vacation between semesters.

The graduate school is an unofficial system and is self-supporting thru the fees collected from the students. Only work is given in which adequate instruction cannot otherwise be had in Washington. Classes are held in some department office at 4:30 o'clock, each class meeting twice a week.

The work this year will be of three grades, a



small amount of which will be of undergraduate character, available for clerical forces and younger members of the department. A second grade will be in the nature of a review for those who have had training but who have not kept up with recent advancement in the subject. A third grade, which will be the greater part of the work, will be of an advanced graduate character and it is expected that a large number of those taking the work will, after obtaining a sufficient number of credits, take leave of absence from the department and complete the course for an advanced degree at some recognized institution. A number of institutions of recognized standing have accepted the credits given in the graduate school last year.

Among the new courses to be given this year will be one in library science under the auspices of the Library of the Department. Since the war the Department of Agriculture has found it difficult to obtain a sufficient number of assistants with library training at the salaries that it has been able to offer. It was therefore necessary to make appointments from other than the library registers. Those appointed have for the most part been college graduates who have had an interest in library work. The main purpose in inaugurating the library course in the Department is to give these assistants an opportunity to take up systematically the study of two or three fundamental library subjects, such as cataloging, classification and bibliography in order to help them in their work. The first term will be devoted to cataloging and classification and the second term to bibliography and reference work. The Library of Congress catalog rules will be followed and in the bibliography course special attention will be given to bibliographies of agriculture and related science. The courses in both terms will be taught by Ellen Hedrick, who, previous to coming to the Department of Agriculture Library as reference librarian, was chief classifier in the University of California Library. For the past two summers she has also taught at the Chautauqua Summer Library School.

#### TENNESSEE

*Chattanooga.* At the end of the library year on September 30 the Chattanooga Public Library had circulated 176,621 volumes from its collection of 62,286 thru the central library, two branches, and 52 other agencies, to 20,571 borrowers, about one-sixth the population of the city, of whom 4,889 registered for the first time this year.

#### FLORIDA

*West Palm Beach.* Erection of a library building as a memorial to soldiers and sailors from Palm Beach County who died in the World

War is under way. The building is situated in the City Park and since the \$30,000 expenditure permitted by the Board of County Commissioners is less than the sum desired to carry out the memorial, an effort is being made to raise the rest of the money by gifts.

#### IOWA

*Des Moines.* The fortieth report of the Des Moines Public Library covers the first full year under the increased appropriation voted in 1920. The city tax levy brought in \$103,162 of total receipts of \$108,405. A third branch, the Capitol Hill, was opened November, 1921, with a fourth to follow in April. Library service was inaugurated in three of the city hospitals and a deposit station opened in a new community house. Classroom libraries were placed in ten more grade schools and improved service was given the high schools.

At the end of the library year on March 31 thirty-eight per cent more books had been circulated than in the previous year, or 494,131 in all. Children borrowed more than half of these. Cards in force, adult and juvenile, were 35,101, a decrease of several thousand due to the cancellation of the cards once used by service men from Camp Dodge. Under the direction of Mary E. Wheelock, who joined the staff in May, 1921, more than 6,000 books were rebound. Binding represented \$7,932 of the expenditures of \$107,352; staff and janitor salaries \$44,368; books and periodicals, \$28,024.

#### ENGLAND

Semi-centennials in the public libraries of Bradford (England) and its neighbor, Leeds, have been the occasion of the publication of illustrated booklets setting forth, in the words of Thomas W. Hand of the Central Library of Leeds, "some account of the early efforts of the pioneers of the movement in the City; the humble beginnings of the present system in small buildings; the struggles against financial adversity; and the growth and development of the institutions to their present position in the educational and recreative life of the Community."

The Bradford Jubilee Survey, 1872 to 1922, by Butler Wood, chief librarian, shows the chief landmarks in the history of the libraries as beginning with a public meeting, necessary to the adoption of the Libraries Act, held on the 15th of March, 1871. In spite of fearful pictures painted by opponents of the proposal of the people being driven beyond the borders of the town, to escape the payment of the library rate, and in spite of the raising of the "fiction bogey," the feeling of the meeting was overwhelmingly in favor of the establishment.



of a library. A reference library was opened in Tyrrel street June 15th, 1872, and a lending library and newsroom the following February. The removal to the present building took place January 1, 1878. By arrangement with the Science and Art Department of the Council of Education at South Kensington a museum was opened on the top floor of the new building May 28, 1879. Museum and library hindered each other's development, and the general reconstruction of the departments in 1905 whereby the art gallery and museum exhibits were transferred to the Cartwright Memorial Hall was welcomed. After twenty years of existence eight branch libraries with an annual circulation of 260,000 had been established, and other branches have since been consistently provided in the localities most in need of them. A Commercial Library and Intelligence Bureau was opened in 1918. A collection of 4,400 volumes supplies the eleven traveling library stations. At the present time the whole of the stock in the Central and branch libraries numbers 200,000 volumes, and the issue of books to the public in the year 1920-1921 amounted to 1,094,206 volumes.

The first half-century of the Leeds Public Libraries came to an end in 1920. Two branch libraries, Hunslet and New Wortley, were taken over from the institutions previously operating them and James Yates of the Bolton Public Libraries appointed librarian before a central library was opened. This was the Reference Library, opened with a stock of 14,151 books on the fourth of October, 1871. The Central Lending Library inaugurated the circulation of books April 8, 1872, with a stock of 8,000 volumes, circulating ten times that number in its first six months. From 1874 to 1878 eighteen branch libraries were opened. At the time of the removal to the Municipal Buildings in 1884 the library system consisted of a Central Reference, Central Lending and twenty-three branch libraries. Work with the schools was inaugurated in April, 1883, until eventually thirty-seven juvenile libraries were brought into existence.

In 1898 the present librarian, Thomas W. Hand, came from his post as chief librarian and curator of the Oldham Public Library and Art Gallery to succeed Mr. Yates. The books of the Reference Department were reclassified on the Dewey Decimal system in 1898, and the classed catalog commenced in 1896 was superseded by a card catalog. In the same year women were employed for the first time. By 1904 six new branch buildings had been erected at a cost of £56,000, and it was necessary to call a halt. It was resolved to approach Andrew

Carnegie for assistance, but the City Council negatived the proposal when it came before them in October, and opposition was continued until May, 1913. In April, 1916, the trustees of the Carnegie Trust offered to make grants for the building of new libraries at Bramley, Burley, New Wortley and Harehills, but up to the time of the anniversary report no action had been taken, owing to the cost of labor and materials. The Libraries in 1920 contained 352,647 books. The Reference Library, with the Commercial and Technical Library opened in 1918, had 121,942 volumes, while the Central and Branch libraries had 175,618. In 1919-1920 the entire circulation reached 1,472,944.

#### CZECHOSLOVAKIA

The report of library progress in Czechoslovakia for 1920 recently published by the State Board of Statistics shows a remarkable increase in library stocks and book use. At the end of the year the 276 larger Czech libraries (in towns of 2,000 or more inhabitants) and the 2,609 smaller (in towns of less than 2,000) owned 714,683 and 647,620 volumes respectively, representing increases of 15% and 34%; and the German libraries 197,967 and 84,288 volumes respectively, being 24% and 30% increases respectively. In the two classes of Czech libraries there were 129,624 and 112,177 borrowers' cards in use, and 1,651,878 and 860,100 books issued, and in the German 53,970 and 15,109 cards and 583,409 and 85,122 books issued respectively.

The total income (in Czech crowns) was 2,720,641 for the Czech and 437,448 for the German libraries, public appropriations amounting to 2,051,038 and 263,728 crowns respectively, and the remainder being subscribed by societies, banks, etc., or received from borrowers' fees, sale of catalogs, etc. Expenditures in Czech and German libraries respectively were: books, periodicals and music, 886,945 and 187,815 crowns; binding and repairing, 355,871 and 40,425; light, heat and supplies, 520,990 and 79,016; librarians' salaries 230,019 and 40,084; professional assistants' salaries 413,573 and 113,562.

The Czechoslovak State School for Librarianship ended its second year in June, 1922. Of the 27 students and three externals who matriculated the previous October, twelve passed with merit, nine with first class certificates and one with second; the others will take the examination later. Five scholarships of 1000 Czech crowns each were offered. The new school year, 1922-23, opened in October with twenty-three students, for the most part college graduates.

LADISLAV J. ZIVNY.



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## AMONG LIBRARIANS

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The following abbreviations are used:

A. Library School of the Carnegie Library of Atlanta.

C. California State Library School.

C.P. Carnegie Library School of Pittsburgh.

D. Drexel Library School.

Ill. University of Illinois Library School.

L.A. Library School of the Los Angeles Public Library.

N.Y.P.L. Library School of the New York Public Library.

N.Y.S. New York State Library School.

P. Pratt Institute School of Library Science.

R. Riverside Library School.

S. Simmons College School of Library Science.

S.L. St. Louis Library School.

Syr. Syracuse University Library School.

U.C. University of California Course in Library Science.

Wis. Wisconsin University Library School.

W.R. Western Reserve Library School.

Wash. University of Washington Library School.

BALL (Mrs.) Mabel, 1899 P., has been made assistant librarian of the American Academy of Arts and Sciences, Boston, Mass.

BIRDSALL (Mrs.) Grace H., 1895 P., has become Hospital Librarian in the Lakeside Hospital, Cleveland, Ohio.

BISBEE, Joyce G., 1918 W. R., formerly assistant librarian, succeeds Clarence E. Sherman as librarian of the Lynn (Mass.) Public Library.

EGGERT, Elisabeth, 1905 D., appointed head of the Catalog Department of the Bridgeport (Conn.) Public Library.

FROST, Virginia, 1920 S., appointed librarian of the Bloomingdale Hospital, White Plains, N. Y.

FRICK, Eleanor H., 1895 P., received a notable tribute from officers and staff of the American Society of Civil Engineers on November 11, on which day she completed twenty-five years of service with the society. Thirty-two guests gathered at a luncheon in her honor in the old home of F. Hopkinson Smith. Charles Warren Hunt, Secretary Emeritus, presided and read an original poem in her honor. The Secretary of the Society, Prof. John H. Dunlap, followed with an address and Miss Frick responded in an eloquent speech which moved her friends deeply.

FULLERTON, Margaret, 1910 P., is now first assistant in the College for Women Library, Cleveland, Ohio.

HENDEE, Cora, W. R., 1913-14, resigned from her position as librarian of the Public Library, Council Bluffs, Iowa, and for the present is at her home near Arkport, New York. Grace Switzer, formerly librarian of the Miles Park Branch in Cleveland succeeds her.

HORSFALL, Alice E., 1921 W. R., appointed librarian of the Mankato (Minn.) High School.

LAMPE, Lilli, 1911 P., formerly of the staff of the public library in Bergen, Norway, has been made head of the cataloging department of the library of the Bureau International du Travail, Geneva, Switzerland.

LIEBMANN, Estelle L., 1916 P., has given up the librarianship of the Ronald Press and has opened an office for index and library service at 280 Broadway, New York.

LUDINGTON, Flora Belle, 1920 Wash., 1922 N. Y. S., is reference librarian of Wells College Library, Calif.

LYNCH, Nell, 1918 W. R., appointed school librarian of the Public Library, Cleveland Heights, Ohio.

MASSEE, May, editor of the A. L. A. *Booklist*, has resigned to accept a position with Doubleday, Page and Company as director of Children's Book Publishing.

MERCER, Beatrice, 1916 Wash., is now librarian of the Roosevelt High School, Seattle, Wash.

MOTZ, Ruth N., 1921 W. R., appointed assistant librarian of the Whipple Barracks Hospital, Prescott, Ariz.

OLSON, Nelle A., 1914 P., formerly librarian of the public library at International Falls, Minn., is now librarian of the public library at Buhl, Minn.

ROBERTS, Jane E., 1906 W. R., appointed chief of the order and cataloging department of the Ohio State Library, Columbus.

ROSE, Alice L., librarian of the National City Financial Library resigned November 1st and is succeeded by Mary Hayes who has been for four years head of the reference department. Lalia May Damon who has been for the last two years head of the cataloging department has been appointed assistant librarian and is succeeded by Florence A. Grant, formerly assistant cataloger. May L. Milligan is now head of the reference department.

RYERSON, Agnes, 1921 W. R., appointed reference librarian of the Gilbert M. Simmons Library, Kenosha, Wis.

SILL, Nellie G., 1915 W. R., is now librarian of the Cleveland Museum of Art.

SMITH, Elva S., is bibliographer of children's books at the Carnegie Library of Pittsburgh and instructor in book selection at the Carnegie School; but not, as given in our last number,



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director of work with children, which post is held by Grace Endicott.

SMITH, Nathalie D., 1914 P., has been appointed secretary of the firm of Ames, Emerich & Co., 111 Broadway, New York.

STICKNEY, Minnie T., 1916 P., has been made classifier at the public library of Bridgeport, Conn.

STIMSON, Florence, 1902 N. Y. S., appointed librarian of the Mines Library of Columbia University.

TAWNEY, Mary A., 1915-'16 N. Y. S., who has been in charge of the Franklin Avenue Branch of the Minneapolis Public Library since May, 1917, has been made supervisor of library instruction in the grade schools. Ethel I. Berry, 1911-'12 succeeds her.

UNGER, Nell, 1918 Wash., librarian of the Lincoln High School, Seattle, who has resigned

to become assistant library organizer for the State of New York, is succeeded by Jessie Eastman, 1916 Wash.

VONHOLD, Mrs. Gladys Schummers, 1915 P., formerly head of the circulation department of the Binghamton Public Library, is now children's librarian at the public library of Endicott, N. Y.

WILEY, Betsy T., for fourteen years engaged in library work in Dallas, Texas, and since 1916 librarian of the Public Library resigned in October to marry Mr. E. H. Lingo. Cleora Clanton is acting as librarian until the office is permanently filled.

Appointments of the Riverside Library Service School class of 1922 include: Minnie J. White, assistant, Fresno County Library, Fresno, Calif.; Bertha Hole, assistant in the Corona (Calif.) Public Library; Beryl Lewis, assistant in the Pomona (Calif.) Public Library.

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## CURRENT LITERATURE AND BIBLIOGRAPHY

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*The Page*, the organ of the New York Public Library Staff Association began its second volume last month as a printed sheet instead of a mimeographed one. *The Page* has the satisfaction of offering to members of the Association "all the news you ought to read."

*Svetozor*, a leading Bohemian periodical published in Prague, issued as no. 23 of year 22 (August 3), a number which will be of wide interest. It is devoted to the scenery of the Moravian Karst country, with over fifty excellent illustrations of the famous cave Macocha, and the surrounding country. The descriptive text is in four languages—Czech, French, German and English—and it will therefore be a useful addition to the books on travel in Central Europe.

E. E. L.

One of the most interesting parts of the second part of the "Catalogue du Livre Français" (Office pour la Propagation du Livre Français, 1922. 140 p.) is the list of American books translated into French which are still in print. This should be of use to librarians who are selecting books for Franco-American readers.

W. D. J.

The Subject Index to Periodicals, 1917-19, part K, covering science and technology was issued in September by the Library Association, Stapley House, Bloomsbury Square, London, W. C. 1. This list contains some 15,000 entries obtained from the examination of 400 periodicals. The Index for 1920, part A, covering theology, philosophy and folk-lore, issued in Oc-

tober, contains some 2100 entries, made from examination of 270 periodicals.

At the suggestions of several American Librarians the American Library in Paris will this winter devote some attention to building up collections in American libraries relating to French architecture and art. It will not attempt to serve as a book agent; in other words, it will not undertake to fill orders for individual books selected from publishers or booksellers' catalogs, nor will it undertake to find individual books with a view to submitting quotations. In short, it will not act as a collector of books. But it will try to advise librarians in regard to the selection of periodicals and books relating to specific subjects, especially books notable for their illustrations, and books relating to any branch of French art or architecture, the work of any individual artist, or any architectural monument upon which no books in English are available.

Librarians desiring the assistance of the Library in this direction are requested to indicate the specific subject or subjects in which they are interested, the amount of money they are willing to spend upon each subject, and also whether they desire to limit the amount to be spent upon any individual item. Books which are selected by us will be forwarded either thru the purchasing library's Paris agents, or thru the Maison du Livre, with a duplicate shipping bill from this library, if desired.

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Rittenhouse, C. F., and A. L. Percy. Accounting problems; intermediate. McGraw. Bibl. \$3.

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A list of the articles published in the *Printers' Ink* publications on the advertising and merchandising of toilet goods. (2). 3 mim. p. 185 Madison ave., New York. (*Printers' Ink* special service).

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— Drug products. 2 mim. p.

#### AGRICULTURE

U. S. Department of Agriculture. Department bulletins nos. 851-875 with contents and index. 19 p.

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Holliday, Robert C., and Alexander Van Rensselaer. The business of writing; a practical guide for authors. Doran. 9 p. bibl. D. \$2.

#### BANKS AND BANKING

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#### CIVILIZATION

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— New Zealand. 3 mim. p.

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Wicksteed, Philip H. From Vita Nuova to Paradiso; two essays, on the vital relations between Dante's successive works. Longmans. Bibl. footnotes. D. \$1.75.

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Chicago (Ill.) Municipal Reference Library. List of references on the unlimited transferable weekly pass as an electric railway fare. 1 mim. p. 1 c.

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 Duschak, L. H. Preliminary circular on the control of lead dust and fume, with special reference to storage-battery manufacturing and similar operations. Sacramento, Cal.: Industrial Accident Commission. Bibl.
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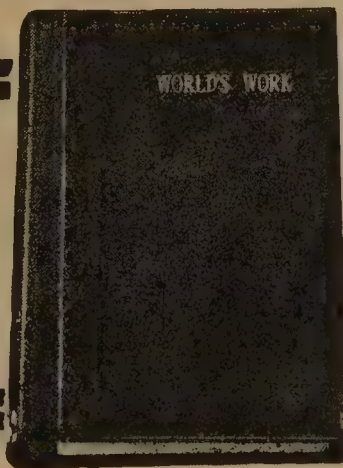
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Liddy, Walter. The history of medicine in its salient features. Houghton. 5 p. bibl. O. \$3.

MONROE DOCTRINE. See HOLY ALLIANCE

## MUSIC

Miller, Dayton C. The science of musical sounds. Macmillan. 8 p. bibl. O. \$3.

See also SINGING AND VOICE CULTURE

NEGROES. See WASHINGTON, BOOKER

## NEW YORK (CITY)—INDUSTRIES

Walter, Henrietta R. Investigations of industries in New York city, 1905-1921; a revision of a list of published reports; . . . rev. and comp. by Mary E. Brown. New York: Vocational Guidance and Employment Service for Juniors. 35 p. O. apply.

## NEW YORK (STATE)—HISTORY

Van Laer, A. J. F., ed. Minutes of the Court of Fort Orange and Beverwyck 1652-1656. Albany: University of the State of New York. Bibl. footnotes. O. apply.

See also PRISONS

## NUTRITION

Gebhart, J. C. Malnutrition and school feeding. U. S. Bureau of Education. Bibl. (Bull. 1921, no. 37).

OCCUPATIONS—DISEASES AND HYGIENE. See LEAD POISONING

## OPEN-AIR SCHOOLS

Burke, Mrs. A. T. Open air schools. Bloomington, Ind.: University of Indiana Extension Division. Bibl. (Bull. v. 7, no. 7).

## PEACE

Gulick, S. L. Christian crusade for a warless world. Macmillan. Bibl. \$1.

PELICANS. See BIRDS—U. S.

## PENSIONS

Conant, Luther, Jr. Critical analysis of industrial pension systems. Macmillan. Bibl. \$1.75.

## PERSONALITY

Cady, V. M. Psychology and pathology of personality: a summary of test problems and bibl. of general literature. Whittier State School, Whittier, Cal.: California Bureau of Juvenile Research. *Journal of Delinquency*. Sept. 1922. p. 225-248. 30c.

PERU. See INCAS

## PHILOLOGY

University of North Carolina. Studies in philology; v. 19, no. 4. Chapel Hill. Bibl. footnotes. O. pap. \$1.

## POOR

Clarke, J. J. Social administration including the poor laws. London: Pitman. Bibl. 7s. 6d.

PORTS. See HARBORS

## PRIMARIES

U. S. Library of Congress. List of references on primary election laws (supplementary to the mim. list of Nov. 22, 1920). 4 mim. p. Aug. 25, 1922.

## PRISONS

Lewis, O. F. Development of American prisons and prison customs, 1776-1845, with special reference to early institutions in the State of New York. 135 East 15th st., New York: Prison Association of New York. Bibl.

PROHIBITION. See LIQUOR TRAFFIC

## PSYCHOLOGY

Rivers, William H. Instinct and the unconscious; a contribution to a biological theory of the psycho-neuroses; 2nd ed. rev. Macmillan. Bibl. footnotes. O. \$6. (Cambridge medical ser.)

See also PERSONALITY; SOCIAL PSYCHOLOGY

RAILROADS. See ELECTRIC RAILROADS; SHIP RAILROADS

## RECIPROCITY

Tansill, Charles C. The Canadian reciprocity treaty

of 1854. Baltimore: Johns Hopkins Press. Bibl. footnotes. O. pap. apply. (Studies in historical and political sciences; ser. 40, no. 2).

RELIGION. See ROOSEVELT, THEODORE; SPIRITUAL LIFE RELIGION AND SCIENCE

Wood, William H. The religion of science. Macmillan. 2 p. bibl. D. \$1.50.

ROMAN LITERATURE. See FORTUNA (GODDESS)

ROME—HISTORY. See CIVILIZATION

## ROOSEVELT, THEODORE

Reisner, Christian F. Roosevelt's religion. New York: Abingdon Press. 2 p. bibl. D. \$2.50.

SCHOOL LUNCHES. See NUTRITION

SCHOOLS. See OPEN-AIR SCHOOLS

SCIENCE. See RELIGION AND SCIENCE

## SEWAGE

U. S. Library of Congress. List of references on sewage and sewage disposal. 19 typew. p. July 19, 1922. \$2.

## SHAKESPEARE, WILLIAM

Bartlett, Henrietta C. Mr. William Shakespeare; original and early editions of his quartos and folios, his source books and those containing contemporary notices. Yale University Press. Bibl. footnotes. O. \$3.

## SHIP RAILROADS

U. S. Library of Congress. List of references on ship railways. 8 typew. p. July 21, 1922. 90c.

SIAM. See COMMERCE

## SINGING AND VOICE CULTURE

Taylor, David C. The psychology of singing: a rational method of voice culture based on a scientific analysis of all systems, ancient and modern. Macmillan. 3 p. bibl. D. \$2.

## SOCIAL PSYCHOLOGY

Josey, Charles C. The social philosophy of instinct. Scribner. Bibl. footnotes. D. \$2.

Williams, J. M. Principles of social psychology; as developed in a study of economic and social conflict. Knopf. Bibl. \$5

## SOCIAL SCIENCE

Barnes, H. E. Significance of sociology for the "new" or synthetic history; Discussion of Professor Barnes' paper, by J. F. Rippey and others. Philadelphia: McKinley Pub. Co. *Historical Outlook*. Nov. 1922. p. 277-306. Bibl. 25c.

## SOCIAL WORK

Queen, S. A. Social work in the light of history. Lippincott. Bibl. \$2. (Lippincott's sociological ser.)

SOUND. See MUSIC

SOUTH AMERICA. See GEOLOGY—SOUTH AMERICA

## SPIRITUAL LIFE

Ten Broecke, James. The moral life and religion; a study of moral and religious personality. Macmillan. 10 p. bibl. D. \$2.

Underhill, Evelyn. The life of the spirit and the life of today. Dutton. 7 p. bibl. O. \$2.50.

## STATISTICS

Yule, G. Introduction to the theory of statistics. 6th ed. Exeter st., Strand, London, W.C. 2: Charles Griffin. Bibl. 12s. 6d.

## STUDY

Miller, Harry L. Directing study: educating for mastery thru creative thinking. Scribner. Bibl. footnotes. D. \$1.80.

TEACHING. See STUDY; SINGING AND VOICE CULTURE

## TITANIUM

Anderson, R. J. Titanium U. S. Bureau of Mines. 12 mim. p. Bibl. Oct. 1922. (Rpts. of investigations, serial no. 2406).

## UNITED STATES—CONSTITUTION

Burdick, Charles K. The law of the American Con-



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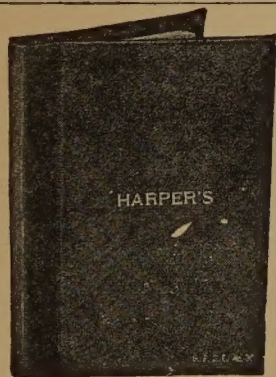
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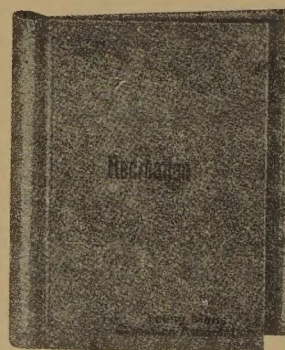
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stitution, its origin and development. Putnam. Bibl. footnotes. O. \$6.

#### UNITED STATES—FINANCE

Dewey, Davis R. Financial history of the United States; 8th ed. Longmans. 20 p. bibl. D. \$2.50. (American citizen ser.).

#### UNITED STATES—FOREIGN RELATIONS. See LATIN AMERICA

#### UNITED STATES—HISTORY. See HOLY ALLIANCE

#### VOCATIONAL GUIDANCE

U. S. Library of Congress. List of bibliographies on vocational guidance. 4 mim. p. Sept. 11, 1922.

#### VOICE CULTURE. See SINGING AND VOICE CULTURE

#### WASHINGTON, BOOKER TALIAFERRO

Jackson, Walter C. A boy's life of Booker T. Washington. Macmillan. Bibl. footnotes. D. \$1.25.

#### WASTE PRODUCTS

Bruttini, Arturo. Ramassage et utilisation des déchets et résidus pour l'alimentation de l'homme et des animaux, pour les engrais et les industries agricoles (1914-1920). Rome: Impr. de l'Institut International d'Agriculture. Bibl. footnotes.

#### WATER SUPPLY

Metcalf, Leonard. Improved financial condition of water works in the United States. 16 West Saratoga St., Baltimore: American Water Works Association. *Journal*. p. 685-695. Bibl. Sept. 1922. 60 c.

#### WOMEN IN INDUSTRY. See LABOR AND LABORING CLASSES

#### WORKMEN'S COMPENSATION. See EMPLOYERS' LIABILITY; LABOR AND LABORING CLASSES

#### WRITING. See AUTHORSHIP

#### ZOOLOGY

Meek, Alexander. Essentials of zoology; for students of medicine and first year students of science. Longmans. Bibl. footnotes. O. \$3.50.

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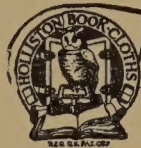
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- Essentials in library administration.** Lutie E. Stearns. 3d ed. rev. and enlarged by Ethel F. McCollough. 87 p., illus. Paper, \$.50; cloth, \$.75.
- Graded list of books for children.** Compiled by the Elementary School Committee, Library Department of the N. E. A. 235 p. Cloth, \$1.25.
- Viewpoints in essays.** Marion Horton. Third title in Viewpoints series. 67 p. Paper, \$.60.

## MANUAL OF LIBRARY ECONOMY

Chapters published separately. Paper, \$.25 each; in lots of 25 or more, \$.10 each. Rev. 1922.

**Book selection.** Chap. 16. Elva L. Bascom.

**U. S. Government documents (federal, state and city.)** Chap. 23. J. I. Wyer. New ed. incorporates A. L. A. handbook on U. S. Government documents.

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**A. L. A. reading course on journalism.** 8 p. 12 copies, \$.25 (in stamps); 100, \$1; 1000, \$9.

## SHORT READING LISTS

**Books and thrift.** Ruth G. Nichols, Federal Reserve Bank, Chicago. Rev. for Thrift Week, Jan. 17-23, 1923. 8 p. 100 copies, \$2.50; 500, \$9; 1000, \$17.

**Children's books for Christmas presents.** Sarah C. N. Bogle. Rev. 1922. 16 p. 100 copies, \$2.50; 500, \$7; 1000, \$12.

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